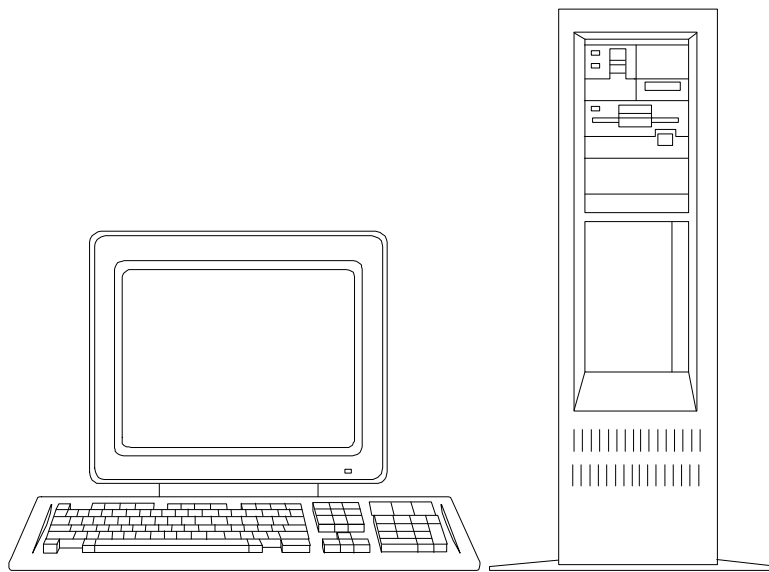




Indian Health Service

OUTPATIENT PHARMACY

Technical Manual



Version 6.0

November, 1996

**Office of Information Resource Management
Indian Health Service
Albuquerque, NM**

Preface

Purpose The Outpatient Pharmacy Application Technical Manual is intended to briefly describe the technical aspects of version 6.0 of the Outpatient Pharmacy Application.

Scope This technical manual describes the technical characteristics of version 6.0 of the Outpatient Pharmacy Application as modified by the Indian Health Service (IHS). This manual does not include any changes that are "local" in nature nor those which have not been sanctioned by the Pharmacy Professional Support Group (PSG). Functional information is found in the user manual for this application. Instructions for installing the application are found in the installation guide.

Target Audience This technical manual is intended for pharmacy staff and site managers who have experience with other versions of the software and who have worked or will work with the package coordinator. Readers without this background are referred to the documentation for the Kernel, the VA FileMan and the User Manual for this release.

Acknowledgements The Outpatient Pharmacy application was obtained from the Veterans Administration (VA) in 1985. Since then, many changes and modifications have been made. As program changes are made, the documentation will be revised. Options and files which are not active in the IHS version of this software are annotated as such. This documentation was developed by Star Mountain, Inc., Alexandria, Virginia, and the U.S. Office of Personnel Management (OPM). The IHS office responsible for its development is listed below. Please forward any comments or questions about this manual through your Area Pharmacy Branch Chief or your Area Pharmacy PSG representative to this address.

Indian Health Service
Office of Resources Management
Division of Resource and Patient Management System
Albuquerque, New Mexico 87102

This page is left blank intentionally.

Table of Contents

Preface	i
Orientation	v
Chapter 1--Introduction	1-1
Overview	1-1
RPMS Overview	1-2
Functional Description	1-4
Application Description	1-5
System Requirements	1-7
Chapter 2--Implementation and Maintenance	2-1
Overview	2-1
Resource Requirements	2-2
Installation Overview	2-5
Implementing the System	2-7
Using the Site Parameter Enter/Edit Option	2-8
Using the Queue Background Jobs Option	2-22
Using the Autocancel Rx's on Admission Option	2-25
Maintaining the System	2-28
Using the Drug Enter/Edit Option	2-29
Using the Edit Pharmacy Intervention Option	2-43
Using the Delete Intervention Option	2-51
Using the Delete a Prescription Option	2-55
Using the Recompile AMIS Data Option	2-59
Using the Delete From Suspense File Option	2-62
Chapter 3--Routine Descriptions	3-1
Overview	3-1
Outpatient Pharmacy Application Routines	3-2
Chapter 4--Application Files	4-1
Overview	4-1
Outpatient Pharmacy Application Files	4-2
File Descriptions	4-4
Chapter 5--Exported Options	5-1
Overview	5-1
Exported Options Descriptions	5-3

Table of Contents (Continued)

Chapter 6--Archiving and Purging	6-1
Overview	6-1
Chapter 7--Callable Routines	7-1
Overview	7-1
Chapter 8--Internal and External Relations	8-1
Overview	8-1
External Relations	8-2
Internal Relations	8-21
Chapter 9--On-Line Documentation	9-1
Overview	9-1
Files with Data Dictionaries	9-2
Templates	9-4

Orientation

Introduction

This technical manual is organized to allow for easy retrieval and use of the information contained within it. Certain notation is used throughout this manual to assist in identifying screen text, user entries, and printed output.

Organization

This manual is organized into chapters and sections to address the technical aspects of the Outpatient Pharmacy Application. A glossary, found at the back of the manual, contains terminology used in the application. Appendixes at the end of the document contain pertinent lists of codes, options, and reports. This manual contains a table of contents and an index for accessing information.

Continued on next page

Orientation, Continued

Notations

The following notations are used in this manual:

Type of Information/Key	Notation Style
Prompts and dialogue (sample screens) Sample printouts and reports	Courier 12 cpi (all capitals), e.g., PRESCRIPTION COSTS
User responses to prompts (sample screens)	Helvetica 12-point bold (all capitals), e.g., SMITH, JOHN A.
Field Names (in text)	Times 12-point (all capitals), e.g., PATIENT NAME
File Names (in text)	Times 12-point (initial capitals), e.g., Patient file
Variable entries generated by computer (in text)	Times 12-point italic (lower case), e.g., <i>drug name</i>
Manual Text	Times 12-point, e.g., this text
Return key (text)	Times 12-point (all capitals), e.g., RETURN
Return key (sample screens)	Helvetica 12-point bold (all capitals) between < >, e.g., <RET>

Chapter 1--Introduction

Overview

Welcome

As a pharmacist, pharmacy technician, supervisor, or manager at an IHS pharmacy, your primary goal is to provide the patient with the proper medication. The Outpatient Pharmacy Application can generate profiles to assist the clinician in managing the patient's medication regimen. Medication histories are kept on line to permit checks for potential interactions. The application also generates management reports to aid the pharmacy in controlling inventory and costs. Prescription labels are automatically generated and refill request forms are printed. Your ability to interact with the application is crucial to each patient's well-being and to the smooth and efficient operation of your facility.

Purpose

The Outpatient Pharmacy Application provides a means of managing the medications of patients seen in outpatient facilities. It also provides managers with the means of monitoring and managing the workload and costs of these facilities.

In this chapter

Topic	Page
Resource and Patient Management System Overview	1-2
Functional Description	1-4
Application Description	1-5
System Requirements	1-7

RPMS Overview

Introduction The Resource and Patient Management System (RPMS) is a decentralized automated information system which operates on computers at approximately 300 IHS and tribal hospitals and clinics throughout the continental United States and Alaska.

Definition The **Resource and Patient Management System (RPMS)** is a health care database and patient information system consisting of a dynamic set of applications that run on computers in IHS and tribal facilities. These programs--

- Support the direct delivery of health care to patients.
 - Provide improved record entry accuracy.
 - Provide improved access to information for management and administrative needs.
 - Provide a means of input to all IHS centralized information systems.
-

Purpose RPMS provides the means for the confidential collection, storage, and output of a broad range of health data resulting from inpatient, outpatient, and field services. The information system is the major database supporting health care delivery, planning, management, and research.

Continued on next page

RPMS Overview, Continued

Objectives

The primary objectives of the RPMS are to provide--

- Information processing capability directly to end users to support their local administrative and health care programs.
 - Collection of a core set of administrative and health care data and its transmittal to the national database.
-

Functional Description

Introduction The Outpatient Pharmacy Application ensures that the patient receives the proper medication quickly and easily. It provides a complete, accurate, and current medication profile at any time to assist in evaluation and treatment of a patient. Through the application's cost, utilization, and workload accounting, managers are able to provide the highest level of patient care while minimizing costs.

**Specific
Functions**

The Outpatient Pharmacy Application--

- Checks new prescriptions against others for the same medication, therapeutic class, reported allergies, reactions, and drug interactions.
 - Allows pharmacist to verify data entered by technicians prior to printing labels.
 - Renews prescriptions without any remaining refills.
 - Prints new, renewed, and refilled prescription labels.
 - Cancels, by request, individual prescriptions for a patient when admitted.
 - Archives and purges prescriptions from the database which have expired prior to a site-specified day, leaving a record of the prescription numbers in the patient file.
 - Creates medication profiles for patient charts to meet the Joint Commission on Accreditation of Healthcare Organizations (JCAHO) requirements for a current medication list. These profiles are suitable for counseling patients.
 - Uses the Action Profile as a rapid renew/cancel request form by clinic providers.
-

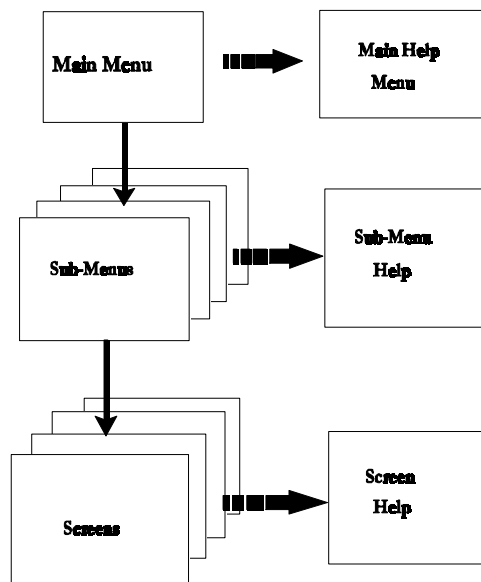
Application Description

Introduction The Outpatient Pharmacy Application is a menu-driven software application. It provides a menu or list of available options. After each option is chosen, the computer prompts the user for the required data. Selection of some menu options produce a submenu with additional functions.

Types of screens There are three basic types of screens within the Outpatient Pharmacy Application:

- Main menu screen
 - Submenu screens
 - Help screens
-

Screen hierarchy The following diagram depicts the hierarchy of the Outpatient Pharmacy Application screens.



Continued on next page

Application Description, Continued

Screen descriptions

The table below describes each type of screen.

Screen	Description
Main Menu	This screen displays all primary and miscellaneous options of the application.
Sub-Menu	When you have selected a primary command from the Main Menu, a submenu appears on the screen. The submenu enables you to choose a specific option for performing your work. Some submenus also have submenus.
Help Screens	Help screens are available at each level by pressing the ? key once, twice, or three times.

Important note

See Chapter 2 of the User Manual, Using the Computer Terminal, for detailed procedures on using screens.

System Requirements

Introduction Version 6.0 of Outpatient Pharmacy Application can only be run in an environment that already has several existing features. As the site manager or package coordinator you must be familiar with the prerequisite features and their functions. Information on these features can be found in the documentation for the Kernel and the VA FileMan.

Required software The Outpatient Pharmacy Application can only be run with a standard MUMPS operating system. It also requires the following VA application software:

- VA FileMan version 19
- Kernel version 7.0
- New Person File (200) version 1.01
- MAS version 5.0 or later
- National Drug File version 2.0
- Integrated Billing version 1.5
- Fee Basis version 2.1
- Allergy Tracking version 2.2
- Inpatient Meds version 3.2 or later
- IFCAP version 3.6 or later
- Lab version 5.1 or later

This software is **not** included in version 6.0 and must be installed before this version of the application can be run.

Chapter 2--Implementation and Maintenance

Overview

Introduction This chapter provides information to assist you in the implementation and maintenance of the Outpatient Pharmacy Application. An overview of the installation process is provided. Detailed procedures for installation are found in the Outpatient Pharmacy Installation Guide.

In this chapter

Topic	Page
Resource Requirements	2-2
Installation Overview	2-5
Implementing the System	2-7
Using the Site Parameter Enter/Edit Option	2-8
Using the Queue Background Jobs Option	2-22
Using the Autocancel Rx's on Admission Option	2-25
Maintaining the System	2-28
Using the Drug Enter/Edit Option	2-29
Using the Edit Pharmacy Intervention Option	2-42
Using the Delete Intervention Option	2-50
Using the Delete a Prescription Option	2-54
Using the Recompile AMIS Data Option	2-58
Using the Delete from Suspense File Option	2-61

Resource Requirements

Introduction Version 6.0 of the Outpatient Pharmacy Application contains 336 routines including all PSO* routines and compiled templates.

Response time monitor hooks Response time monitor hooks have been placed in the following routines:

Routine	Purpose
PSO52	File New Prescriptions in File 52
PSORN52	File Renewed Prescriptions in File 52
PSOR52	File Refill Prescriptions in File 52

Routine and template memory requirements All 336 application routines (including all PSO* routines and compiled PSOX and APSP* templates) require approximately 2 megabytes (Mb) of disk space. The application routines and templates have the following memory requirements:

Routine Sizes in Bytes	Compiled	Source
PSO* routines (not including inits)	626015	532464
PSOI* routines (inits only)	759034	666538
PSOX* routines (compiled templates)	6392	5501
APSP* routines (compiled templates)	521205	39391

Once the application has been successfully initialized, the initialization 'INIT' routines (PSOI*) may be saved to tape and then deleted.

Continued on next page

Resource Requirements, Continued

Files

The Outpatient Pharmacy Application requires 34 files in addition to those files used by Kernel and those other files to which this package points (e.g., Patient file). The following files are also used by Inpatient portions of the Pharmacy package. Their disk requirements will not be duplicated by those packages.

File Number	File Name
50	Drug
51	Medication Instruction
51.5	Order Unit
55	Pharmacy Patient*
59.7	Pharmacy System

The memory requirements listed on the following page are those required for the Outpatient Pharmacy Application only.

Typical memory requirements

The Outpatient Pharmacy application requires **about** 350 Mb of disk space. The actual disk utilization will depend mainly on the size of the 3 large files:

- 52 (Prescription)
 - 55 (Pharmacy Patient)
 - 50.9 (Drug Cost)
-

Continued on next page

Resource Requirements, Continued

File memory requirements

The following are the file memory requirements for a typical site. Additionally, the application requires approximately 1 to 2Mb for the routines and other files (except 52.4, 52.5, and 52.8).

File Number	File Name	Memory	Remarks
50	Drug	1 Mb	4000 entries
50.9	Drug Cost	3Mb	800 items dispensed by 200 dispensing providers
52	Prescription	150 Mb	500,000 prescriptions
55	Pharmacy Patient	50 Mb	500,000 prescriptions
52.4 52.5 52.8	Rx Verify Rx Suspense Pharmacy Archive	3-5 Mb swing space	

Hardware requirements

The requirements for CRTs and printers depend upon the number of transactions performed by the outpatient pharmacy. You should have about 3 CRTs and 1 printer for each 500 prescriptions (or fraction of 500) issued each day. If mail-out refills are handled separately, you should also have at least 1 CRT and 1 printer for each 500 refills. You may also want a CRT and printer in the supervisor's office and one CRT in the office of people who are assigned to consult with patients about their medication regimens.

Installation Overview

Introduction Prior to installing Version 6.0 of the Outpatient Pharmacy Application, you should become familiar with the requirements and procedures for installation found in the Outpatient Pharmacy Installation Guide. This manual contains only a brief a summary of important installation information.

Recommendations The following are recommendations for installation of the Outpatient Pharmacy Application:

- Install the package on a weekend with no users on the system.
 - Perform a backup before running the init routines.
 - Install and evaluate the package in a test account (UCI).
 - Do a DIFROM on File 59 (Pharmacy Site) with data to create a new set of routines in your own namespace.
-

System users Installation into the production UCI must be done when the Outpatient Pharmacy is off of the system. To keep all users from using the application until the conversions have finished, all options exported by the init routines display an "Out of Order" message and all protocols exported by these init routines display a "Disable" message. The conversion process that finishes last will remove these messages from the options and protocols respectively.

Test account As with all new releases, version 6.0 of Outpatient Pharmacy should first be installed and evaluated in a test account (UCI) until you feel comfortable with all the new features. See the release notes for a description of these new features. Only after you are comfortable with this package should you install it in your production UCI. Complete installation procedures are provided in the Installation Guide.

Continued on next page

Installation Overview, Continued

File 59

You should do a DIFROM on File 59 (Pharmacy Site) with data to create a set of routines in your own namespace. This will allow you to recreate this file in the event that the initialization process does not complete. When the initialization process does not run to completion, this file will not exist in either the old or the new location. Without this file the application is unable to run. See the Installation Guide for complete procedures of a DIFROM of File 59.

Implementing the System

Introduction The Maintenance (Outpatient Pharmacy) option of the Main Menu contains options that are used for implementation as well as maintenance of the Outpatient Pharmacy package.

Implementation options The following options are used for implementation. Procedures and sample screens for each of these options which are active for the IHS are found on the following pages and in the Outpatient Pharmacy User Manual:

- Site Parameter Enter/Edit option
 - Edit Provider option (inactive for IHS)
 - Add New Providers option (inactive for IHS)
 - Queue Background Jobs option
 - Autocancel Rx's on Admission option
-

Using the Site Parameter Enter/Edit Option

Introduction

The Site Parameter Enter/Edit option allows you to--

- Establish the parameters for the application.
- Edit the parameters for the application.

Access to this option is highly limited. Procedures and sample screens for each of the following functions are found on following pages.

Option selection screen

The following sample screen shows the Maintenance (Outpatient Pharmacy) menu from which the Site Parameter Enter/Edit option is selected:

```
SITP  Site Parameter Enter/Edit
QBJS  Queue Background Jobs
AUTO  Autocancel Rx's on Admission
EDRG  Drug Enter/Edit
EINT  Edit Pharmacy Intervention
DINT  Delete Intervention
DERX  Delete a Prescription
REAM  Recompile AMIS Data
SFDE  Delete from Suspense File
```

```
Select Maintenance (Outpatient Pharmacy) Option:
Site Parameter Enter/Edit
```

SITP

Continued on next page

Using the Site Parameter Enter/Edit Option, Continued

Procedures (entering)

The following steps are used to enter site parameters. Starting at your main menu--

Step	Action	Result
1	Type MAIN and press RETURN.	The Maintenance (Outpatient Pharmacy) Menu appears. "Select Maintenance (Outpatient Pharmacy) Option:" prompt appears.
2	Type SITP and press RETURN.	"Select SITE NAME:" prompt appears.
3	Type your site's name and press RETURN.	"ARE YOU ADDING 'TEST SITE' AS A NEW OUTPATIENT SITE (THE #)?" prompt appears.
4	Type Y and press RETURN to verify establishing new parameters for your site.	"OUTPATIENT SITE SITE NUMBER:" prompt appears.
5	Type your site number and press RETURN.	"Would you like to see all site parameters for this division? Y/" prompt appears.
6	Press RETURN to establish all parameters for the new site.	Each parameter prompt appears sequentially.
7	Respond to each prompt and press RETURN. The application help can provide you with guidelines for valid responses.	"Select SITE NAME:" prompt reappears.

Continued on next page

Using the Site Parameter Enter/Edit Option, Continued

Procedures (entering) (continued)

Step	Action		Result
8	Take the following action:		
	IF you want...	THEN...	
	to enter another site's parameters	repeat Steps 3 through 7.	See above.
	to edit the site parameters	see editing procedures on following pages.	
	not to enter/edit parameters	press ^.	
9	Continue with other Maintenance (Outpatient Pharmacy) options or press ^ to return to the Main Menu.		

Option screen (entering)

The following is a sample Site Parameter Enter/Edit option screen as it might show on your terminal when entering the site parameters:

```

Select Maintenance (Outpatient Pharmacy) Option:      SITP Site Parameter
Enter/Edit

Select SITE NAME:  TEST SITE
  ARE YOU ADDING 'TEST SITE' AS A NEW OUTPATIENT SITE (THE 5TH)?      Y (YES)
  OUTPATIENT SITE SITE NUMBER:  33333
Would you like to see all site parameters for this division? Y//      <RET>

...Screen continued on next page...

```

Continued on next page

Using the Site Parameter Enter/Edit Option, Continued

Option screen (entering) (continued)

```
NAME: TEST SITE// <RET>
MAILING FRANK STREET ADDRESS: 1234 WEST 35 ST.
AREA CODE: 205
PHONE NUMBER: 555-1212
MAILING FRANK ZIP CODE: 35200

SITE NUMBER: 33333// <RET>
MAILING FRANK CITY: BIRMINGHAM
MAILING FRANK STATE: ALABAMA
HOLD FUNCTION?: ?
    Enter if the 'Hold' feature will be used at the facility.
    CHOOSE FROM:
        1      YES
        0      NO
HOLD FUNCTION?: 1 YES
SUSPENSE FUNCTION?: ?
    Enter if the 'Suspense' feature will be used at the facility.
    CHOOSE FROM:
        1      YES
        0      NO
SUSPENSE FUNCTION?: 1 YES
PRINT DUE QUESTIONNAIRE: 1 YES
CANCEL DRUG IN SAME CLASS: 1 YES
REFILL INACTIVE DRUG RXS: 1 YES
ASK METHOD OF PICKUP: 1 YES
PASS MEDS ON PROFILE: 1 YES
PROFILE `SORT BY' DEFAULT: 1 YES
COPIES ON NEW: 1 YES
DRUG CHECK FOR CLERK: 1 YES
```

...Screen continued on next page...

Continued on next page

Using the Site Parameter Enter/Edit Option, Continued

Option screen (entering) (continued)

```
FEE BASIS SUPPORT:  1  YES
MULTI RX REQUEST FORM:  1  YES
BARCODES ON REQUEST FORMS:  ?
    Select whether you want bar codes on the single refill request, the
    multi-RX request form or both
    CHOOSE FROM:
        0          REFILL REQUEST ONLY
        1          MULTI RX REQUEST ONLY
        2          BOTH
BARCODES ON REQUEST FORMS:  0          REFILL REQUEST ONLY

VERIFICATION:  1  YES

DISPLAY GROUP:  ?
    Choose the display group which will be used to display the
    prescription ready messages
    ANSWER WITH GROUP DISPLAY NAME
DISPLAY GROUP:  WAITING ROOM

SCREEN PROFILES:  1  YES

EDIT PATIENT DATA:  ?
    Enter yes to edit patient data during order entry
    CHOOSE FROM:
        1          YES
        0          NO
EDIT PATIENT DATA:  1  YES

EDIT DRUG:  1  YES

...Screen continued on next page...
```

Continued on next page

Using the Site Parameter Enter/Edit Option, Continued

Option screen (entering) (continued)

```
RENEWING RXS ALLOWED:  ?
    Enter yes to allow prescriptions to be renewed
    CHOOSE FROM:
        1      YES
        0      NO

RENEWING RXS ALLOWED:  1  YES
PASS MEDS CANCEL:      V
AUTO SUSPEND:          1  YES
SHALL COMPUTER ASSIGN RX #S:  1  YES
PROFILE WITH NEW PRESCRIPTIONS:  1  YES
MAX REFILLS ON SUPPLIES:  1  YES

SLAVED LABEL PRINTING:  ?
    Enter '1' for Yes if slaved printing of Rx labels will be allowed.
    CHOOSE FROM:
        1      YES
        0      NO

SLAVED LABEL PRINTING:  1  YES

METHADONE PROGRAM:    <RET>
METHADONE DRUG:       <RET>
METHADONE DRUG:       METHADONE HCL 5MG TAB
SITE DEA NUMBER:      ?
    Answer must be 9 characters in length.

SITE DEA NUMBER:      AL 1234567
SITE (NATIONAL NAME):  BIRMINGHAM, AL
DAYS TO PULL FROM SUSPENSE:  ?
    Enter the number of days to pull a patient's medication from
    suspense for this division. Enter a number between 0 and 10.
DAYS TO PULL FROM SUSPENSE:  5

...Screen continued on next page...
```

Continued on next page

Using the Site Parameter Enter/Edit Option, Continued

Option screen (entering) (continued)

```
RENEWING RXS ALLOWED:  ?
    Enter yes to allow prescriptions to be renewed
    CHOOSE FROM:
        1      YES
        0      NO

RENEWING RXS ALLOWED:  1  YES
PASS MEDS CANCEL:    V
AUTO SUSPEND:      1  YES
SHALL COMPUTER ASSIGN RX #S:  1  YES
PROFILE WITH NEW PRESCRIPTIONS:  1  YES
MAX REFILLS ON SUPPLIES:  1  YES

SLAVED LABEL PRINTING:  ?
    Enter '1' for Yes if slaved printing of Rx labels will be allowed.
    CHOOSE FROM:
        1      YES
        0      NO

SLAVED LABEL PRINTING:  1  YES

METHADONE PROGRAM:  <RET>
METHADONE DRUG:    <RET>
METHADONE DRUG:    METHADONE HCL 5MG TAB
SITE DEA NUMBER:   ?
    Answer must be 9 characters in length.

SITE DEA NUMBER:   AL 1234567
SITE (NATIONAL NAME):  BIRMINGHAM, AL
DAYS TO PULL FROM SUSPENSE:  ?
    Enter the number of days to pull a patient's medication from
    suspense for this division. Enter a number between 0 and 10.
DAYS TO PULL FROM SUSPENSE:  5

...Screen continued on next page...
```

Continued on next page

Option screen
(entering)
(continued)

```
3>
4> 2. Please take the computer copy to your doctor for his signature
5> OR he may write a new prescription on his form.
EDIT Option:  <RET>

OUTPATIENT SYSTEM PARAMETERS

DEFAULT OUTPATIENT SITE: CLINIC A//  <RET>
ADMISSION CANCEL OF RXS: YES//  <RET>
DAYS PRINTED RX STAYS IN 52.5: 7//  <RET>

Currently 'INTERDIVISIONAL' processing 'is' allowed.
    Do you want to change this? : N//  <RET> O
    This question involves the following prompt:

    'RX is from another division.  Continue? (Y/N)'

Do you want this prompt to appear
whenever an action is attempted on the prescription: Y//  <RET> ES

Do you want all refill request forms to be processed
at a particular division?: N//  <RET> O

Initialization of 'INTERDIVISIONAL PROCESSING' is complete.

Select SITE NAME:  <RET>
```

Continued on next page

Using the Site Parameter Enter/Edit Option, Continued

Procedures (editing)

The following steps are used to edit (change) site parameters. Starting at your main menu--

Step	Action	Result
1	Type MAIN and press RETURN.	The Maintenance (Outpatient Pharmacy) Menu appears. "Select Maintenance (Outpatient Pharmacy) Option:" prompt appears.
2	Type SITP and press RETURN.	"Select SITE NAME:" prompt appears.
3	Type your site's name and press RETURN.	"Would you like to see all parameters for this division? Y//" prompt appears.
4	Type Y and press RETURN to review/edit all parameters for your site.	All parameters as previously entered display. Following this display is each parameter with a // prompt to accept or change.
5	Press RETURN to accept current choice for each parameter or type a new response to a parameter and press RETURN to continue to the next parameter. Use word processing edit commands to edit narrative (text fields).	"Initialization of 'INTERDIVISIONAL PROCESSING' is complete. "Select SITE NAME:" prompt reappears.

Continued on next page

Using the Site Parameter Enter/Edit Option, Continued

Procedures (editing) (continued)

Step	Action		Result
6	Take the following action:		
	IF you want...	THEN...	
	to edit another site's parameters	repeat Steps 3 through 5.	See above.
	to enter site parameters for another site	see entering procedures on preceding pages.	
	not to enter/edit parameters	press ^.	
7	Continue with other Maintenance (Outpatient Pharmacy) options or press ^ to return to the Main Menu.		

Option screen (editing)

The following is a sample Site Parameter Enter/Edit option screen as it might show on your terminal when editing the site parameters:

```

Select Maintenance (Outpatient Pharmacy) Option:      SITP Site Parameter
Enter/Edit

Select SITE NAME:  CLINIC A                5259
Would you like to see all site parameters for this division? Y//      <RET>ES
NAME: CLINIC A
MAILING FRANK STREET ADDRESS: 2112 11th Ave. South
AREA CODE: 205                                PHONE NUMBER: 939-2200
MAILING FRANK ZIP CODE: 35233                SITE NUMBER: 5259

...Screen continued on next page...

```

Continued on next page

Using the Site Parameter Enter/Edit Option, Continued

Option screen (editing) (continued)

```
MAILING FRANK CITY: Birmingham      MAILING FRANK STATE: ALABAMA
LABEL/PROFILE MONITOR MAX: 1000     VERIFICATION: YES
EDIT DRUG: YES                      RENEWING RX'S ALLOWED: YES
PASS MEDS CANCEL: NO               AUTO SUSPEND: YES
SHALL COMPUTER ASSIGN RX #S: YES    PROFILE WITH NEW PRESCRIPTIONS: YES
MAX REFILLS ON SUPPLIES: 11         CANCEL DRUG IN SAME CLASS: YES
REFILL INACTIVE DRUG RXS: YES      ASK METHOD OF PICKUP: YES
PASS MEDS ON PROFILE: YES          PROFILE `SORT BY' DEFAULT: MEDICATION
COPIES ON NEW: NO                  DRUG CHECK FOR CLERK: NO
FEE BASIS SUPPORT: YES             MULTI RX REQUEST FORM: YES
BARCODES ON REQUEST FORMS: BOTH    DISPLAY GROUP: WAITING ROOM
SCREEN PROFILES: YES               EDIT PATIENT DATA: YES
*HOLD FUNCTION?: YES              SUSPENSE FUNCTION?: YES
*SLAVED LABEL PRINTING: NO         *DAYS TO PULL FROM SUSPENSE: 1
NEW LABEL STOCK: YES              PRINT DUE QUESTIONNAIRE: YES
NARCOTICS NUMBERED DIFFERENTLY: YES NARCOTIC LOWER BOUND: 0
    NARCOTIC UPPER BOUND: 99999999
    LAST NARCOTIC NUMBER ISSUED: 381
NARRATIVE FOR COPAY DOCUMENT:      This is a test narrative for Copay
patient labels. This narrative will be printed for all patients logged
under the Clinic A Division.
METHADONE PROGRAM: YES
METHADONE DRUG: METHACHOLINE CL 100MG 5MML INH VIAL
NARRATIVE REFILLABLE RX: 1. You will receive a computer copy of each
refillable prescription.

2. Mail the computer copy to the pharmacy, using the label provided, as
soon as possible to receive more medication.
NARRATIVE NON-REFILLABLE RX: 1. A computer copy will be sent to you
with a place for your doctor to sign if he wants you to continue on the
same medication.

2. Please take the computer copy to your doctor for his signature OR he
may write a new prescription on his form.
PRESCRIPTION # LOWER BOUND: 1      PRESCRIPTION # UPPER BOUND: 999999999
LAST PRESCRIPTION # ISSUED: 4224    IB SERVICE/SECTION: OUTPATIENT PHARMACY
RELATED INSTITUTION: BIRMINGHAM, AL. SITE DEA NUMBER: AL1234567
SITE (NATIONAL NAME): Birmingham, AL
```

...Screen continued on next page...

Continued on next page

Using the Site Parameter Enter/Edit Option, Continued

Option screen (editing) (continued)

```
NAME: CLINIC A// <RET>
MAILING FRANK STREET ADDRESS: 2112 11th Ave. South
      Replace <RET>
AREA CODE: 205// <RET>
PHONE NUMBER: 939-2200// <RET>
MAILING FRANK ZIP CODE: 35233// <RET>
SITE NUMBER: 5259// <RET>
MAILING FRANK CITY: Birmingham// <RET>
MAILING FRANK STATE: ALABAMA// <RET>
*HOLD FUNCTION?: YES// <RET>
SUSPENSE FUNCTION?: YES// <RET>
PRINT DUE QUESTIONNAIRE: YES// <RET>
CANCEL DRUG IN SAME CLASS: YES// <RET>
REFILL INACTIVE DRUG RXS: YES// <RET>
ASK METHOD OF PICKUP: YES// <RET>
PASS MEDS ON PROFILE: YES// <RET>
PROFILE `SORT BY' DEFAULT: MEDICATION// <RET>
COPIES ON NEW: NO// <RET>
DRUG CHECK FOR CLERK: NO// YES
FEE BASIS SUPPORT: YES// <RET>
MULTI RX REQUEST FORM: YES// <RET>
BARCODES ON REQUEST FORMS: BOTH// <RET>
VERIFICATION: YES// <RET>
DISPLAY GROUP: WAITING ROOM// <RET>
SCREEN PROFILES: YES// <RET>
EDIT PATIENT DATA: YES// <RET>
EDIT DRUG: YES// <RET>
```

...Screen continued on next page...

Continued on next page

Using the Site Parameter Enter/Edit Option, Continued

Option screen (editing) (continued)

```
RENEWING RX'S ALLOWED: YES// <RET>
PASS MEDS CANCEL: NO// <RET>
AUTO SUSPEND: YES// <RET>
SHALL COMPUTER ASSIGN RX #S: YES// <RET>
PROFILE WITH NEW PRESCRIPTIONS: YES// <RET>
MAX REFILLS ON SUPPLIES: 11// 10
*SLAVED LABEL PRINTING: NO// <RET>
METHADONE PROGRAM: YES// <RET>
METHADONE DRUG: METHACHOLINE CL 100MG 5MML // <RET>
SITE DEA NUMBER: AL1234567// <RET>
SITE (NATIONAL NAME): Birmingham, AL// <RET>
*DAYS TO PULL FROM SUSPENSE: 1// <RET>
NEW LABEL STOCK: YES// <RET>
RELATED INSTITUTION: BIRMINGHAM, AL.// <RET>
NARCOTICS NUMBERED DIFFERENTLY: YES// <RET>
NARCOTIC LOWER BOUND: 0// <RET>
NARCOTIC UPPER BOUND: 99999999// <RET>
PRESCRIPTION # LOWER BOUND: 1// <RET>
PRESCRIPTION # UPPER BOUND: 99999999// <RET>
IB SERVICE/SECTION: OUTPATIENT PHARMACY// <RET>
NARRATIVE FOR COPAY DOCUMENT:
  1>This is a test narrative for Copay patients labels. This narrative
  2>will be printed for all patients logged under the Clinic A Division.
EDIT Option: <RET>
NARRATIVE REFILLABLE RX:
  1>1. You will receive a computer copy of each refillable prescription.
  2>
  3>2. Mail the computer copy to the pharmacy, using the label provided,
  4>as soon as possible to receive more medication.
EDIT Option: <RET>
```

...Screen continued on next page...

Continued on next page

Using the Site Parameter Enter/Edit Option, Continued

Option screen (editing) (continued)

```
NARRATIVE NON-REFILLABLE RX:
  1>1.  A computer copy will be sent to you with a place for your doctor
  2> to sign if he wants you to continue on the same medication.
  3>
  4>2.  Please take the computer copy to your doctor for his signature OR
  5> he may write a new prescription on his form.
EDIT Option:  <RET>

OUTPATIENT SYSTEM PARAMETERS

DEFAULT OUTPATIENT SITE: CLINIC A//  <RET>
ADMISSION CANCEL OF RXS: YES//  <RET>
*DAYS PRINTED RX STAYS IN 52.5: 7//  ?
    Enter from 7 to 90 days printed Rx's are to remain in suspense during
    the purge option.
DAYS PRINTED RX STAYS IN 52.5: 7//  <RET>

Currently 'INTERDIVISIONAL' processing 'is' allowed.
    Do you want to change this? : N//  <RET> 0
    This question involves the following prompt:

'RX is from another division.  Continue? (Y/N)'

Do you want this prompt to appear
whenever an action is attempted on the prescription: Y//  <RET> ES

Do you want all refill request forms to be processed
at a particular division?: N//  <RET> 0

Initialization of 'INTERDIVISIONAL PROCESSING' is complete.

Select SITE NAME:  <RET>
```

Using the Queue Background Jobs Option

Introduction

The Queue Background Jobs option allows you to queue the compilation of AMIS data for a time convenient for your site. This time must be at least 2 minutes in the future.

Option selection screen

The following sample screen shows the Maintenance (Outpatient Pharmacy) menu from which the Queue Background Jobs option is selected:

```
SITP  Site Parameter Enter/Edit
QBJS  Queue Background Jobs
AUTO  Autocancel Rx's on Admission
EDRG  Drug Enter/Edit
EINT  Edit Pharmacy Intervention
DINT  Delete Intervention
DERX  Delete a Prescription
REAM  Recompile AMIS Data
SFDE  Delete from Suspense File
```

```
Select Maintenance (Outpatient Pharmacy) Option:
Queue Background Jobs
```

QBJS

Continued on next page

Using the Queue Background Jobs Option, Continued

Procedures

The following steps are used to queue compilation of AMIS data. This option can also be used to transmit clozapine dispensing data and clozapine patient demographics. These options are currently not active for IHS. Starting at your main menu--

Step	Action	Result
1	Type MAIN and press RETURN.	The Maintenance (Outpatient Pharmacy) Menu appears. "Select Maintenance (Outpatient Pharmacy) Option:" prompt appears.
2	Type QBJ5 and press RETURN.	Message "If time to run option is current do not edit." appears. Message "Compile AMIS Data (NIGHT JOB)" appears. "QUEUED TO RUN AT WHAT TIME:" prompt appears.
3	Type the desired time for running the task.	The Maintenance (Outpatient Pharmacy) Menu appears. "Select Maintenance (Outpatient Pharmacy) Option:" prompt appears.
4	Continue with other Maintenance (Outpatient Pharmacy) options or press ^ to return to the Main Menu.	

Continued on next page

Using the Queue Background Jobs Option, Continued

Option screen The following is a sample Queue Background Jobs option screen as it might show on your terminal:

```
Select Maintenance (Outpatient Pharmacy) Option:      QBJS Queue Background
Jobs

If time to run option is current do not edit.

Compile AMIS Data (NIGHT JOB)
QUEUED TO RUN AT WHAT TIME:      T@2300  (MAR 29, 1993@23:00)
```

Using the Autocancel Rx's on Admission Option

Introduction

The Autocancel Rx's on Admission option allows you to task a job to run every night to cancel the outpatient prescriptions of patients who were admitted 3 days prior. You can also edit the time set for the job to run for a convenient time for your site.

Option selection screen

The following sample screen shows the Maintenance (Outpatient Pharmacy) menu from which the Autocancel Rx's on Admission option is selected:

```
SITP  Site Parameter Enter/Edit
QBJS  Queue Background Jobs
AUTO  Autocancel Rx's on Admission
EDRG  Drug Enter/Edit
EINT  Edit Pharmacy Intervention
DINT  Delete Intervention
DERX  Delete a Prescription
REAM  Recompile AMIS Data
SFDE  Delete from Suspense File
```

```
Select Maintenance (Outpatient Pharmacy) Option:  AUTO
Autocancel Rx's on Admission
```

Continued on next page

Using the Autocancel Rx's on Admission Option, Continued

Procedures

The following steps are used to queue cancellation of prescriptions on admission. Starting at your main menu--

Step	Action	Result
1	Type MAIN and press RETURN.	The Maintenance (Outpatient Pharmacy) Menu appears. "Select Maintenance (Outpatient Pharmacy) Option:" prompt appears.
2	Type AUTO and press RETURN.	Message "Autocancel on Admission" appears. "QUEUED TO RUN AT WHAT TIME:" prompt appears.
3	Type the desired time for running the task.	The Maintenance (Outpatient Pharmacy) Menu appears. "Select Maintenance (Outpatient Pharmacy) Option:" prompt appears.
4	Continue with other Maintenance (Outpatient Pharmacy) options or press ^ to return to the Main Menu.	

Continued on next page

Using the Autocancel Rx's on Admission Option, Continued

Option screen The following is a sample Autocancel Rx's on Admission option screen as it might show on your terminal:

```
Select Maintenance (Outpatient Pharmacy) Option:      AUTO Autocancel Rx's
on Admission

Autocancel on Admission
QUEUED TO RUN AT WHAT TIME:  MAR 13, 1993@23:00)    <RET>
```

Maintaining the System

Introduction The Maintenance (Outpatient Pharmacy) option of the Main Menu contains options that are used for implementation as well as maintenance of the Outpatient Pharmacy package.

Maintenance options The following options, found **primarily** on the Maintenance (Outpatient Pharmacy) menu, may be used for maintenance. Procedures and sample screens are shown for those options which are active for the IHS are found in the user manual.

- Bingo Board Manager (inactive for IHS)
 - Edit Data for a Patient in the Clozapine Program (inactive for IHS)
 - Enter Facility Data for Clozapine (inactive for IHS)
 - Mark Clozapine Drug (inactive for IHS)
 - Drug Enter/Edit
 - Enter/Edit Local Drug Interaction (Supervisor Functions menu)
 - Edit Pharmacy Intervention
 - Delete Intervention
 - Delete a Prescription
 - Delete From Suspense File
 - Recompile AMIS Data
-

Using the Drug Enter/Edit Option

Introduction

The Drug Enter/Edit option allows you to--

- Add new drugs to the DRUG file.
- Edit existing drugs.
- Inactivate drugs.
- Enter cost data for the drug.
- Identify the drug as formulary/non-formulary.

A prescription cannot be filled unless it has been entered in the Drug file. This file serves as a "dictionary" of all drugs that are available for use or that have ever been used at a facility.

Important notes

Generally, after a facility has started using the application, drugs should not be deleted from this file. They should be made inactive. Any customizing of a site's Drug file should be done prior to the application going on line. If adding a drug to the file, check to ensure that it is not already entered. (See Step 3.)

Option selection screen

The following sample screen shows the Maintenance (Outpatient Pharmacy) Menu from which the Drug Enter/Edit option is selected:

```
SITP  Site Parameter Enter/Edit
QBJS  Queue Background Jobs
AUTO  Autocancel Rx's on Admission
EDRG  Drug Enter/Edit
EINT  Edit Pharmacy Intervention
DINT  Delete Intervention
DERX  Delete a Prescription
REAM  Recompile AMIS Data
SFDE  Delete from Suspense File
```

```
Select Maintenance (Outpatient Pharmacy) Option:  EDRG
Drug Enter/Edit
```

Continued on next page

Using the Drug Enter/Edit Option, Continued

Definitions

The following terms are used while entering and editing drugs in the Drug file:

The **generic name** is the name used to describe the drug regardless of the manufacturer.

The **synonyms** for a drug usually consist of at least one trade name and NDC code and as many quick codes as desired.

The **quick code** is a locally-set abbreviation that is used when filling a prescription.

The **trade name** is the drug name specified by the manufacturer.

The **intended use** is how the computer interprets the synonym. If the synonym is a quick code, it will appear on the Drug List by Synonym Report. If the synonym is a trade name, it will appear on the Non-Formulary List.

Continued on next page

Using the Drug Enter/Edit Option, Continued

Procedures (entering)

The following steps are used to enter a drug in the Drug file. Starting at your main menu--

Step	Action	Result
1	Type MAIN and press RETURN.	The Maintenance (Outpatient Pharmacy) appears. "Select Maintenance (Outpatient Pharmacy) Option:" prompt appears.
2	Type EDRG and press RETURN.	"Select DRUG GENERIC NAME:" prompt appears.
3	Type the generic drug name and press RETURN. (To ensure that the drug is not already entered, only type the first few characters of the name.)	"DO YOU WANT TO MARK THIS DRUG AS AN Outpatient Pharmacy ITEM? YES/" prompt appears. Note: If drug was already entered, the display will show other Drug file information.
4	Press RETURN to add this drug (or keep it active if already entered) or type N and press RETURN to unmark it.	"GENERIC NAME <i>generic name</i> Replace:" prompt appears.
5	Press RETURN to accept or use word processing commands to edit. (Type full generic name if drug was not previously entered.)	"MESSAGE:" prompt appears.
6	Type any instructions or other messages and press RETURN. (This entry (up to 68 characters) shows every time the drug is brought up for any reason.)	"VA CLASSIFICATION:" prompt appears.
7	Type the VA classification number and press RETURN.	"DEA, SPECIAL HDLG:" prompt appears.

Continued on next page

Using the Drug Enter/Edit Option, Continued

Procedures (entering) (continued)

Step	Action	Result
8	Type the DEA special handling code and press RETURN. (See page 8-30 for a list of codes.)	"MAXIMUM DOSE PER DAY:" prompt appears.
9	Type the maximum dose per day and press RETURN.	"STANDARD SIG:" prompt appears.
10	Type the standard label instructions (up to 60 characters) and press RETURN.	"FSN:" prompt appears.
11	Type the federal stock number and press RETURN.	"NDC:" prompt appears.
12	Type the national drug code and press RETURN.	"WARNING LABEL:" prompt appears.
13	Type warning label or auxiliary label instructions and press RETURN. (See page 8-31 for a list of labels or type up to 11 characters.)	"Select SYNONYM:" prompt appears.
14	Type a synonym (if desired) for the drug and press RETURN.	"SYNONYM:" prompt appears.
15	Type the synonym and press RETURN. (This can be a two-character quick code or a trade name.)	"INTENDED USE:" prompt appears.
16	Type QUICK CODE or TRADE NAME as appropriate.	"NDC CODE:" prompt appears.
17	Type the NDC CODE for the synonym or press RETURN to continue.	"Select SYNONYM:" prompt reappears.
18	Repeat Steps 14 through 17 to enter additional synonyms or press RETURN to continue.	"REORDER LEVEL:" prompt appears.

Continued on next page

Using the Drug Enter/Edit Option, Continued

Procedures (entering) (continued)

Step	Action	Result
19	Type the reorder level amount if using the computer for inventory management and press RETURN or press RETURN to skip.	"ORDER UNIT:" prompt appears.
20	Type the name of the container in which the drug is ordered and press RETURN. (See page 8-32 for a list of containers or type up to 11 characters.)	"PRICE PER ORDER UNIT:" prompt appears.
21	Type the amount charged for one order unit of the drug and press RETURN.	"NORMAL AMOUNT TO ORDER:" prompt appears.
22	Type the number of order units to order when the inventory drops below the reorder level and press RETURN.	"DISPENSE UNIT:" prompt appears.
23	Type the unit (free text) that will be counted and dispensed and press RETURN (e.g., tablet, ml, cc, etc.).	"DISPENSE UNITS PER ORDER UNIT:" prompt appears.
24	Type the number of dispense units in the order unit and press RETURN.	"PRICE PER DISPENSE UNIT is:" prompt appears.
25	Type the amount or press RETURN and the computer will calculate and display the amount. (Price per order unit and dispense units per order unit must be entered for computer to perform calculation.)	"SOURCE OF SUPPLY:" prompt appears.
26	Type the two-position code and press RETURN. (See page 8-33 for a list of codes.)	"NON-FORMULARY:" prompt appears.

Continued on next page

Using the Drug Enter/Edit Option, Continued

Procedures (entering) (continued)

Step	Action	Result
27	Type 1 and press RETURN for non-formulary or press RETURN for formulary.	"INACTIVE DATE:" prompt appears.
28		"CURRENT INVENTORY:" prompt appears. (If the drug already exists in the file, a number will appear next to the prompt.)
29	Type the amount of inventory and press RETURN or press RETURN to accept the current level if displayed.	"Select DRUG GENERIC NAME:" prompt reappears.
30	Take the following action:	
	IF you want...	THEN...
	to enter/edit another drug	repeat Steps 3 through 29.
	not to enter/edit another drug	press ^.
31	Continue with other Maintenance (Outpatient Pharmacy) options or press ^ to return to the Main Menu.	

Continued on next page

Using the Drug Enter/Edit Option, Continued

Option screen (entering) The following is a sample Drug Enter/Edit option screen as it might show on your terminal when entering a drug. In this example, the drug was previously entered, as shown by the display of the VA Classification and message upon entry of the generic name.

```
Select Maintenance (Outpatient Pharmacy) Option:      EDRG Drug Enter/Edit

Select DRUG GENERIC NAME:      MORPHINE SULF 10MG/5ML SOLN      CN101
DISPENSE IN MLs

DO YOU WANT TO MARK THIS DRUG AS AN Outpatient Pharmacy ITEM? YES//      ?

  Enter `Y' to mark this drug as an Outpatient Pharmacy item.
  or `N' to unmark as an Outpatient Pharmacy item.

DO YOU WANT TO MARK THIS DRUG AS AN Outpatient Pharmacy ITEM? YES//
<RET> (YES)
GENERIC NAME: MORPHINE SULF 10MG/5ML SOLN  Replace      <RET>
MESSAGE:      DISPENSE IN MLs
VA CLASSIFICATION:      CN101
DEA, SPECIAL HDLG:      2A
MAXIMUM DOSE PER DAY:      120MG
STANDARD SIG:      1MG/ML
FSN:      <RET>
NDC:      0054-3785-49
WARNING LABEL:      MAY CAUSE DROWSINESS
Select SYNONYM:      MS.
  SYNONYM:      MS.
  INTENDED USE:      QUICK CODE
  NDC CODE:      <RET>
Select SYNONYM:      <RET>
REORDER LEVEL:      <RET>
ORDER UNIT:      2
PRICE PER ORDER UNIT:      5.38
```

...Screen continued on next page...

Continued on next page

Using the Drug Enter/Edit Option, Continued

Option screen
(entering)
(continued)

```
PRICE PER DISPENSE UNIT is  0.045
SOURCE OF SUPPLY:  <RET>
NON-FORMULARY:  <RET>
INACTIVE DATE:  <RET>
CURRENT INVENTORY:  85300

Select DRUG GENERIC NAME:  <RET>
```

Continued on next page

Using the Drug Enter/Edit Option, Continued

Procedures (editing)

The following steps are used to edit a drug in the Drug file. Starting at your main menu--

Step	Action	Result
1	Type MAIN and press RETURN.	The Maintenance (Outpatient Pharmacy) appears. "Select Maintenance (Outpatient Pharmacy) Option:" prompt appears.
2	Type EDRG and press RETURN.	"Select DRUG GENERIC NAME:" prompt appears.
3	Type the generic drug name and press RETURN.	"DO YOU WANT TO MARK THIS DRUG AS AN Outpatient Pharmacy ITEM? YES//" prompt appears.
4	Press RETURN to add this drug (or keep it active if already entered) or type N and press RETURN to unmark it.	"GENERIC NAME <i>generic name</i> Replace:" prompt appears.
5	Press RETURN to accept or use word processing commands to edit. (Type full generic name if drug was not previously entered.)	"MESSAGE: <i>prior message</i> //" prompt appears.
6	Press RETURN to accept prior message or type any instructions or other messages and press RETURN.	"VA CLASSIFICATION: <i>prior VA Classification</i> //" prompt appears.
7	Press RETURN to accept prior classification or type the VA Classification number and press RETURN.	"DEA, SPECIAL HDLG: <i>prior DEA Special Handling Code</i> prompt appears.

Continued on next page

Using the Drug Enter/Edit Option, Continued

Procedures (editing) (continued)

Step	Action	Result
8	Press RETURN to accept the prior code or type the DEA special handling code and press RETURN. (See page 8-30 for a list of codes.)	"MAXIMUM DOSE PER DAY: <i>prior maximum dose</i> //" prompt appears.
9	Press RETURN to accept the prior dose or type the maximum dose per day and press RETURN.	"STANDARD SIG: <i>prior SIG</i> //" prompt appears.
10	Press RETURN to accept the prior SIG or type the standard label instructions (up to 60 characters) and press RETURN.	"FSN: <i>prior FSN</i> //" prompt appears.
11	Press RETURN to accept the prior FSN or type the federal stock number and press RETURN.	"NDC: <i>prior NDC</i> //" prompt appears.
12	Press RETURN to accept the prior NDC or type the NDC and press RETURN.	"WARNING LABEL: <i>prior warning label</i> //" prompt appears.
13	Press RETURN to accept the prior warnings or type warning label or auxiliary label instructions and press RETURN. (See page 8-31 for a list of labels or type up to 11 characters.)	"Select SYNONYM: <i>prior synonym</i> //" prompt appears.
14	Press RETURN to accept the prior synonym or type another synonym (if desired) for the drug and press RETURN.	"SYNONYM: <i>prior synonym</i> " prompt appears.
15	Press RETURN to accept the prior synonym or type another synonym and press RETURN. (This can be a 2-character quick code or a trade name.)	"INTENDED USE: <i>prior intended use</i> //" prompt appears.

Continued on next page

Using the Drug Enter/Edit Option, Continued

Procedures (editing) (continued)

Step	Action	Result
16	Press RETURN to accept the prior intended use or type a QUICK CODE or a TRADE NAME as appropriate.	"NDC CODE: <i>prior NDC Code</i> " prompt appears.
17	Press RETURN to accept the prior code or type the NDC CODE for the synonym or press RETURN to continue.	"Select SYNONYM: <i>other prior synonym</i> " prompt reappears.
18	Repeat Steps 14 through 17 to edit additional synonyms or press RETURN to continue.	"REORDER LEVEL: <i>prior reorder level</i> /" prompt appears.
19	Type the reorder level amount if using the computer for inventory management or press RETURN to skip.	"ORDER UNIT:" prompt appears.
20	Type the name of the container in which the drug is ordered and press RETURN. (See page 8-32 for a list of containers or type up to 11 characters.)	"PRICE PER ORDER UNIT:" prompt appears.
21	Type the amount charged for one order unit of the drug and press RETURN.	"NORMAL AMOUNT TO ORDER:" prompt appears.
22	Type the number of order units to order when the inventory drops below the reorder level and press RETURN.	"DISPENSE UNIT:" prompt appears.
23	Type the unit (free text) that will be counted and dispensed and press RETURN (e.g., tablet, ml, cc, etc.).	"DISPENSE UNITS PER ORDER UNIT:" prompt appears.
24	Type the number of dispense units in the order unit and press RETURN.	"PRICE PER DISPENSE UNIT is:" prompt appears.

Continued on next page

Using the Drug Enter/Edit Option, Continued

Procedures (editing) (continued)

Step	Action	Result
25	Press RETURN to accept the prior amount, type the amount, or press RETURN for the computer to calculate the amount. (Price per order unit and dispense units per order unit must be entered first.)	"SOURCE OF SUPPLY: <i>prior source of supply</i> //" prompt appears.
26	Press RETURN to accept the prior source of supply or type the two-position code and press RETURN. (See page 8-33 for a list of codes.)	"NON-FORMULARY: <i>formulary/non-formulary status</i> //" prompt appears.
27	Press RETURN to accept the status, type 1 and press RETURN for non-formulary, or press RETURN for formulary (if blank).	"INACTIVE DATE: <i>prior inactive date</i> //" prompt appears.
28	Press RETURN to accept the prior inactive date or type the date to inactivate the drug and press RETURN.	"Prior INVENTORY: <i>prior inventory entry</i> //" prompt appears.
29	Press RETURN to accept prior amount or type the amount of inventory and press RETURN.	"Select DRUG GENERIC NAME:" prompt reappears.
30	Take the following action:	
	IF you want...	THEN...
	to enter/edit another drug	repeat Steps 3 through 29.
	not to enter/edit another drug	press ^.
31	Continue with other Maintenance (Outpatient Pharmacy) options or press ^ to return to the Main Menu.	

Continued on next page

Using the Drug Enter/Edit Option, Continued

Option screen (editing) The following is a sample Drug Enter/Edit option screen as it might show on your terminal when editing a drug:

```
Select Maintenance (Outpatient Pharmacy) Option:  EDRG Drug Enter/Edit

Select DRUG GENERIC NAME:  MORPHINE SULF 10MG/5ML SOLN      CN101
DISPENSE IN MLs

DO YOU WANT TO MARK THIS DRUG AS AN Outpatient Pharmacy ITEM? YES//
<RET>
GENERIC NAME: MORPHINE SULF 10MG/5ML SOLN  Replace  <RET>
MESSAGE: DISPENSE IN MLs  <RET>
VA CLASSIFICATION: CN101//  <RET>
DEA, SPECIAL HDLG: 2A//  <RET>
MAXIMUM DOSE PER DAY:  <RET>
STANDARD SIG: 1MG/ML//  <RET>
FSN: <RET>
NDC: 0054-3785-49//  <RET>
WARNING LABEL: MAY CAUSE DROWSINESS//  <RET>
Select SYNONYM: MS.//  <RET>
    SYNONYM: MS.//  <RET>
    INTENDED USE: QUICK CODE//  <RET>
    NDC CODE: <RET>
Select SYNONYM:  <RET>
REORDER LEVEL:  <RET>
ORDER UNIT: 2//  <RET>
PRICE PER ORDER UNIT: 5.38//  <RET>
NORMAL AMOUNT TO ORDER:  <RET>
DISPENSE UNIT: ML//  <RET>
DISPENSE UNITS PER ORDER UNIT: 120//  <RET>
PRICE PER DISPENSE UNIT is 0.045
SOURCE OF SUPPLY:  <RET>
NON-FORMULARY:  <RET>
INACTIVE DATE:  <RET>
CURRENT INVENTORY: 85300//  <RET>
Select DRUG GENERIC NAME:  <RET>
```

Using the Edit Pharmacy Intervention Option

Introduction

The Edit Pharmacy Intervention option allows you to edit an existing intervention in the APSP Intervention file.

Option selection screen

The Edit Pharmacy Intervention option is selected on the Maintenance (Outpatient Pharmacy) menu screen by typing EINT as shown in the following Maintenance (Outpatient Pharmacy) menu screen:

```
SITP  Site Parameter Enter/Edit
QBJS  Queue Background Jobs
AUTO  Autocancel Rx's on Admission
EDRG  Drug Enter/Edit
EINT  Edit Pharmacy Intervention
DINT  Delete Intervention
DERX  Delete a Prescription
REAM  Recompile AMIS Data
SFDE  Delete from Suspense File
```

```
Select Maintenance (Outpatient Pharmacy) Option:
Edit Pharmacy Intervention
```

EINT

Continued on next page

Using the Edit Pharmacy Intervention Option, Continued

Procedures

The following steps are used to edit a pharmacy intervention. Starting at your main menu--

Step	Action	Result
1	Type MAIN and press RETURN.	The Maintenance (Outpatient Pharmacy) menu appears. "Select Maintenance (Outpatient Pharmacy) menu Option:" prompt appears.
2	Type EINT and press RETURN.	Message "Edit Existing Intervention" appears. "Select APSP INTERVENTION INTERVENTION DATE:" prompt appears.
3	Type the intervention date and press RETURN.	Patient's last name, first name, drug name, and strength appear followed by "INTERVENTION DATE: <i>intervention date</i> /" prompt.
4	Press RETURN to accept intervention date or type desired intervention date and press RETURN.	"PATIENT: <i>patient's name</i> //" prompt appears.
5	Press RETURN to accept patient's name or type the patient's name and press RETURN.	"PROVIDER: <i>provider's name</i> //" prompt appears.
7	Press RETURN to accept provider's name or type the provider's name and press RETURN.	"PHARMACIST: <i>pharmacist's name</i> //" prompt appears.

Continued on next page

Using the Edit Pharmacy Intervention Option, Continued

Procedures (continued)

Step	Action	Result
7	Press RETURN to accept pharmacist's name or type the pharmacist's name and press RETURN.	"DRUG: <i>drug name</i> //" prompt appears.
8	Press RETURN to accept drug name or type the drug name and press RETURN.	"INSTITUTED BY: <i>initiator</i> //" prompt appears.
9	Press RETURN to accept the initiator or type the name of the initiator and press RETURN.	"INTERVENTION: <i>intervention type</i> //" prompt appears.
10	Press RETURN to accept the intervention type or type the intervention type and press RETURN. (See page 8-39 for a list of accepted intervention types.)	"OTHER FOR INTERVENTION: 1> <i>text</i> " prompt appears. If other was selected in previous field initially, there will be a text description; otherwise, it will be blank.
11	Press RETURN to accept or skip or type in the correct description.	"RECOMMENDATION: <i>recommendation</i> //" prompt appears.
12	Press RETURN to accept or type the appropriate recommendation. (See page 8-40 for a list of accepted recommendations.)	"OTHER FOR RECOMMENDATION: 1> <i>text</i> " prompt appears. If other was selected in previous field initially, there will be a text description; otherwise, it will be blank.
13	Press RETURN to accept or skip or use word processing commands to edit.	"WAS PROVIDER CONTACTED: <i>yes/no response</i> //" prompt appears.

Continued on next page

Using the Edit Pharmacy Intervention Option, Continued

Procedures (continued)

Step	Action	Result
14	Press RETURN to accept or type the appropriate YES or NO response.	"PROVIDER CONTACTED: <i>provider's name</i> //" prompt appears.
15	Press RETURN to accept the provider's name or type the provider's name and press RETURN.	"RECOMMENDATION ACCEPTED: <i>yes/no response</i> //" prompt appears.
16	Press RETURN to accept or type the appropriate YES or NO response.	"AGREE WITH PROVIDER: <i>yes/no response</i> " prompt appears.
17	Press RETURN to accept or type the appropriate YES or NO response.	"REASON FOR INTERVENTION: 1> <i>text</i> ." appears. "EDIT Option:" prompt appears.
18	Press RETURN to bypass editing or use word processing commands to edit.	"ACTION TAKEN: 1> <i>text</i> " appears. "EDIT Option:" prompt appears.
19	Press RETURN to bypass editing or use word processing commands to edit.	"CLINICAL IMPACT: 1> <i>text</i> " appears. "EDIT Option:" prompt appears.
20	Press RETURN to bypass editing or use word processing commands to edit.	"FINANCIAL IMPACT: 1> <i>text</i> " appears. "EDIT Option:" prompt appears.

Continued on next page

Using the Edit Pharmacy Intervention Option, Continued

Procedures (continued)

Step	Action	Result
21	Press RETURN to bypass editing or use word processing commands to edit.	"Select APSP INTERVENTION INTERVENTION DATE:" prompt appears.
22	Take one of the following actions:	
	IF you want...	THEN...
	to edit another intervention	repeat Steps 4 through 22.
	not to edit another intervention	press RETURN.
		"See above.
		The Maintenance (Outpatient Pharmacy) menu reappears.
		"Select Maintenance (Outpatient Pharmacy) Option:" prompt reappears.
23	Continue with other pharmacy QA options or press ^ to return to the Main Menu.	

Continued on next page

Using the Edit Pharmacy Intervention Option, Continued

Types of interventions

The following is a list of acceptable types of interactions provided by the application help:

Choose...	If the reason for the intervention was...
1	inappropriate drug
2	incorrect dose
3	incorrect form or route of administration
4	incorrect dosing interval or schedule
5	contraindication for use
6	allergy
7	incorrect patient
8	drug of choice not prescribed with apparent justification
9	excessive length of therapy or quantity
10	non-formulary medication
11	omission order
12	order for discontinued medication
13	therapeutic duplication ordered
14	medication not prepared or administered
15	transcription error
16	clarification of order
17	other
18	critical drug interaction
19	significant drug interaction

Continued on next page

Using the Edit Pharmacy Intervention Option, Continued

Types of recommendations

The following is a list of acceptable recommendations provided by the application help:

Choose...	If the recommendation is to...
1	change drug
2	change form or route of administration
3	order lab test
4	order serum drug level
5	change dose
6	start or discontinue a drug
7	change dosing interval
8	no change
9	other

Important note

If none of the choices in the two preceding tables cover the reason or recommendation fields, select the "other" choice.

Continued on next page

Using the Edit Pharmacy Intervention Option, Continued

Option screen The following is a sample Edit Pharmacy Intervention option screen as it might show on your terminal:

```
Select Maintenance (Outpatient Pharmacy) Option:      EINT Edit Pharmacy
Intervention

Edit Existing Intervention

Select APSP INTERVENTION INTERVENTION DATE:      SEP 15, 1992  CRONK,JOHN
TETRACYCLINE HCL 125MG/5ML SUSP
INTERVENTION DATE: SEP 15, 1992//  <RET>
PATIENT: CRONK,JOHN//  <RET>
PROVIDER: JONES, STAN//  SALK, JONAS
PHARMACIST: SMITH, DAVE//  <RET>
DRUG: TETRACYCLINE HCL 125MG/5ML SUSP//  <RET>
INSTITUTED BY: PHARMACY//  <RET>
INTERVENTION: ALLERGY//  <RET>
OTHER FOR INTERVENTION:
  1><RET>
RECOMMENDATION: CHANGE DRUG//  <RET>
OTHER FOR RECOMMENDATION:
  1><RET>
WAS PROVIDER CONTACTED: YES//  <RET>
PROVIDER CONTACTED: JONES, STAN//  SALK, JONAS
RECOMMENDATION ACCEPTED: YES//  <RET>
AGREE WITH PROVIDER:  YES
REASON FOR INTERVENTION:
  1>Patient has an allergy to the prescribed prescription.
EDIT Option:  <RET>
ACTION TAKEN:
  1>Medication was changed.
EDIT Option:  <RET>
CLINICAL IMPACT:
  1>None
EDIT Option:  <RET>
FINANCIAL IMPACT:
  1>None
EDIT Option:  <RET>
Select APSP INTERVENTION INTERVENTION DATE:
```

Using the Delete Intervention Option

Introduction The Delete Intervention option allows you to delete an intervention from the APSP Intervention file.

Important note An intervention can only be deleted on the same day that it was entered.

Option selection screen The Delete Intervention option is selected on the Maintenance (Outpatient Pharmacy) menu screen by typing DINT as shown in the following Maintenance (Outpatient Pharmacy) menu screen:

```
SITP  Site Parameter Enter/Edit
QBJS  Queue Background Jobs
AUTO  Autocancel Rx's on Admission
EDRG  Drug Enter/Edit
EINT  Edit Pharmacy Intervention
DINT  Delete Intervention
DERX  Delete a Prescription
REAM  Recompile AMIS Data
SFDE  Delete from Suspense File
```

```
Select Maintenance (Outpatient Pharmacy) Option:  DINT
Delete Intervention
```

Continued on next page

Using the Delete Intervention Option, Continued

Procedures

The following steps are used to delete a pharmacy intervention. Starting at your main menu--

Step	Action	Result
1	Type MAIN and press RETURN.	The Maintenance (Outpatient Pharmacy) menu appears. "Select Maintenance (Outpatient Pharmacy) Option:" prompt appears.
2	Type DINT and press RETURN.	Message "Delete Intervention" appears. "Select APSP INTERVENTION INTERVENTION DATE:" prompt appears.
3	Type the intervention date and press RETURN.	Patient's last name, first name, drug name, and strength appear followed by "SURE YOU WANT TO DELETE THE ENTIRE ENTRY?" prompt.
4	Type YES and press RETURN to delete the displayed intervention or type NO and press RETURN to cancel deletion.	Message "INTERVENTION DELETED" appears. "Select APSP INTERVENTION INTERVENTION DATE:" prompt appears.

Continued on next page

Using the Delete Intervention Option, Continued

Procedures (continued)

Step	Action		Result
5	Take one of the following actions:		
	IF you want...	THEN...	
	to delete another intervention	repeat Steps 4 and 5.	See above.
	not to delete another intervention	press RETURN.	The Maintenance (Outpatient Pharmacy) menu reappears. "Select Maintenance (Outpatient Pharmacy) Option:" prompt reappears.
6	Continue with other Maintenance (Outpatient Pharmacy) menu options or press ^ to return to the Main Menu.		

Continued on next page

Using the Delete Intervention Option, Continued

Option screen The following is a sample Delete Intervention option screen as it might show on your terminal:

```
Select Maintenance (Outpatient Pharmacy) Option:      DINT Delete
Intervention

Delete Intervention

Select APSP INTERVENTION INTERVENTION DATE:      SEP 15, 1992  CRONK, JOHN
TETRACYCLINE HCL 125MG/5ML SUSP

SURE YOU WANT TO DELETE THE ENTIRE ENTRY?      YES
INTERVENTION DELETED

Select APSP INTERVENTION INTERVENTION DATE:
```

Using the Delete a Prescription Option

Introduction

The Delete a Prescription option allows you to change a prescription status to deleted. A deleted prescription does not appear on any profiles. The option also provides you with the--

- Activity Log which lists--
 - Date
 - Reason
 - Prescription reference (Rx Ref)
 - Initiator of the activity
 - Comments
 - Label Log which lists--
 - Date
 - Prescription reference (Rx Ref)
 - Person who printed label
 - Comments
-

Option selection screen

The Delete a Prescription option is selected on the Maintenance (Outpatient Pharmacy) menu screen by typing DERX as shown in the following Maintenance (Outpatient Pharmacy) menu screen:

```
SITP  Site Parameter Enter/Edit
QBJS  Queue Background Jobs
AUTO  Autocancel Rx's on Admission
EDRG  Drug Enter/Edit
EINT  Edit Pharmacy Intervention
DINT  Delete Intervention
DERX  Delete a Prescription
REAM  Recompile AMIS Data
SFDE  Delete from Suspense File
```

```
Select Maintenance (Outpatient Pharmacy) Option:
Delete a Prescription
```

DERX

Continued on next page

Using the Delete a Prescription Option, Continued

**Important
note**

A released prescription may only be deleted after it has been returned to stock.

Procedures

The following steps are used to delete a prescription. Starting at your main menu--

Step	Action	Result
1	Type MAIN and press RETURN.	The Maintenance (Outpatient Pharmacy) menu appears. "Select Maintenance (Outpatient Pharmacy) Option:" prompt appears.
2	Type DERX and press RETURN.	"DELETE PRESCRIPTION:" prompt appears.
3	Type the prescription number and press RETURN.	Prescription information appears. "PRESS '^' TO HALT:" prompt appears.
4	Press RETURN to continue viewing prescription information or press ^ to cancel.	Activity Log and Label Log appear. "DELETE? NO/:" prompt appears.
5	Type Y and press RETURN to delete the displayed prescription or Press RETURN to cancel.	"DELETION COMMENTS:" prompt appears.
6	Type in reason or other deletion comment and press RETURN or press RETURN to skip.	"DELETE PRESCRIPTION:" prompt reappears.

Continued on next page

Using the Delete a Prescription Option, Continued

Procedures (continued)

Step	Action		Result
7	Take one of the following actions:		
	IF you want...	THEN...	
	to delete another prescription	repeat Steps 3 and 4.	See above.
	not to delete another prescription	press ^.	Maintenance (Outpatient Pharmacy) menu reappears. "Select Maintenance (Outpatient Pharmacy) Option:" prompt reappears.
8	Continue with other Maintenance (Outpatient Pharmacy) options or press ^ to return to the Main Menu.		

Option screen The following is a sample Delete a Prescription option screen as it might show on your terminal:

Select Maintenance (Outpatient Pharmacy):	DERX Delete a Prescription
DELETE PRESCRIPTION: 73	DEHYDROCHOLIC ACID 250MG TAB
RX: 73	PATIENT: BROWN,GEORGE (123457212)
STATUS: EXPIRED	
DRUG: DEHYDROCHOLIC ACID 250MG TAB	
QTY: 30 30 DAY SUPPLY	
SIG:	
LATEST: 05/20/92	# OF REFILLS: 5 REMAINING: 5
ISSUED: 05/20/92	PROVIDER: BAGGINS,BILBO
LOGGED: 05/20/92	CLINIC: SUBSTANCE ABUSE
...Screen continued on next page...	

Continued on next page

Using the Delete a Prescription Option, Continued

Option screen (continued)

EXPIRES: 11/20/92	DIVISION: CLINIC A (5259)			
CAP: NON-SAFETY	ROUTING: WINDOW			
CLERK: BROWN, RON				
FILLED: 05/20/92	PHARMACIST:	LOT #:		
DISPENSED: 05/20/92	RELEASED:			
Press RETURN to continue or "^" to exit: <RET>				
ACTIVITY LOG:				
#	DATE	REASON	RX REF	INITIATOR OF ACTIVITY
=====				
1	10/13/92	PARTIAL	ORIGINAL	MARTIN, TAD
COMMENTS: Pharmacy low on supply.				
2	12/10/92	REPRINT	ORIGINAL	BROWN, RON
COMMENTS: GROUP REPRINT (1 COPY)				
LABEL LOG:				
#	DATE	RX REF	PRINTED BY	
=====				
1	05/21/92	ORIGINAL	BROWN, RON	
COMMENTS: From RX number 73				
2	12/10/92	ORIGINAL	BROWN, RON	
COMMENTS: From RX number 73 (REPRINT)				
DELETE? NO// Y (YES)				
DELETION COMMENTS: CANCELLED				
...PRESCRIPTION #73 MARKED DELETED!!				
DELETE PRESCRIPTION: <RET>				

Using the Recompile AMIS Data Option

Introduction

The Recompile AMIS Data option allows you to gather AMIS data from various sources. This job should be queued to run during off-peak hours or at a time that is convenient for your site.

Option selection screen

The Recompile AMIS Data option is selected on the Maintenance (Outpatient Pharmacy) menu screen by typing REAM as shown in the following Maintenance (Outpatient Pharmacy) menu screen:

```
SITP  Site Parameter Enter/Edit
QBJS  Queue Background Jobs
AUTO  Autocancel Rx's on Admission
EDRG  Drug Enter/Edit
EINT  Edit Pharmacy Intervention
DINT  Delete Intervention
DERX  Delete a Prescription
REAM  Recompile AMIS Data
SFDE  Delete from Suspense File

Select Maintenance (Outpatient Pharmacy) Option:    REAM
Recompile AMIS Data
```

Continued on next page

Using the Recompile AMIS Data Option, Continued

Procedures

The following steps are used to recompile AMIS data. Starting at your main menu--

Step	Action	Result
1	Type MAIN and press RETURN.	The Maintenance (Outpatient Pharmacy) menu appears. "Select Maintenance (Outpatient Pharmacy) Option:" prompt appears.
2	Type REAM and press RETURN.	"RECOMPUTE AMIS STATS STARTING:" prompt appears.
3	Type the beginning date for the data compilation and press RETURN.	"ENDING STATS DATE:" prompt appears.
4	Type the ending date for the data compilation and press RETURN.	Message "Task Queued!" appears. The Maintenance (Outpatient Pharmacy) menu reappears. "Select Maintenance (Outpatient Pharmacy) Option:" prompt reappears.
5	Continue with other Maintenance (Outpatient Pharmacy) menu options or press ^ to return to the Main Menu.	

Continued on next page

Using the Recompile AMIS Data Option, Continued

Option screen The following is a sample Recompile AMIS Data option screen as it might show on your terminal:

```
Select Maintenance (Outpatient Pharmacy) Option:    REAM Recompile AMIS
Data

RECOMPUTE AMIS STATS STARTING:    7/1  (JUL 01, 1992)

ENDING STATS DATE:    T  (SEP 28, 1992)

Task Queued !
```

Using the Delete From Suspense File Option

Introduction The Delete from Suspense File option allows you to delete from the Rx Suspense file the records of all prescriptions which have already been printed prior to the user-specified number of days. This specified number of days must be set from 7 to 90 at the "DAYS PRINTED RX STAYS IN 52.5" prompt in the Site Parameter Enter/ Edit option. The task is set to run every 7 days at the user-specified time. The user may also requeue or dequeue this task using this option.

Important note Once a prescription is deleted from suspense, it cannot be reset for reprinting.

Option selection screen The Delete From Suspense File option is selected on the Maintenance (Outpatient Pharmacy) menu screen by typing SFDE as shown in the following Maintenance (Outpatient Pharmacy) menu screen:

```
SITP  Site Parameter Enter/Edit
QBJS  Queue Background Jobs
AUTO  Autocancel Rx's on Admission
EDRG  Drug Enter/Edit
EINT  Edit Pharmacy Intervention
DINT  Delete Intervention
DERX  Delete a Prescription
REAM  Recompile AMIS Data
SFDE  Delete from Suspense File
```

```
Select Maintenance (Outpatient Pharmacy) Option:  SFDE
Delete From Suspense File
```

Continued on next page

Using the Delete From Suspense File Option, Continued

Procedures

The following steps are used to delete from the Rx Suspense file the records of all prescriptions which have already been printed prior to the user-specified number of days. Starting at your main menu--

Step	Action	Result
1	Type MAIN and press RETURN.	The Maintenance (Outpatient Pharmacy) menu appears. "Select Maintenance (Outpatient Pharmacy) Option:" prompt appears.
2	Type SFDE and press RETURN.	Message "Task Job to Delete Printed Rx's from Suspense" appears. "QUEUED TO RUN AT WHAT TIME:" prompt appears.
3	Type date and time (M/D/YY@HHHH) to delete printed prescriptions from the Rx Suspense file.	The Maintenance (Outpatient Pharmacy) menu reappears. "Select Maintenance (Outpatient Pharmacy) Option:" prompt reappears.
4	Continue with other Maintenance (Outpatient Pharmacy) menu options or press ^ to return to the Main Menu.	

Continued on next page

Using the Delete From Suspense File Option, Continued

Option screen The following is a sample Delete From Suspense File option screen as it might show on your terminal:

```
Select Maintenance (Outpatient Pharmacy) Option:      SFDE DELETE FROM
SUSPENSE FILE

Task Job to Delete Printed RX's from Suspense
QUEUED TO RUN AT WHAT TIME:      4/1/93@2300 (Apr 1, 1993@23:00)
```

Chapter 3--Routine Descriptions

Overview

Introduction This chapter contains an alphabetic list of routines used by the Outpatient Pharmacy Application. With each routine name is a description.

Purpose Each routine within the Outpatient Pharmacy Application is a small program that performs a unique function. This function is described in an abbreviated form in the Routine Descriptions column of the tables on the following pages.

In this chapter

Topic	Page
Outpatient Pharmacy Application Routines	3-2

Outpatient Pharmacy Application Routines

List of application routines

Routine Names	Routine Descriptions
PSOAMIS	Pharmacy AMIS Report
PSOAMISO	Pharmacy AMIS Compile/Recompile
PSOAMIS1	Daily AMIS Total Report
PSOARC	Archiving Driver Menu
PSOARCCO	Archiving
PSOARCCV	Gather PSRX Info
PSOARCDE	Delete Rxs from PSRX Global
PSOARCIN	Archive Tape Index Search
PSOARCLT	Lists Archived Rxs
PSOARCR1	Archive Rx Retrieve
PSOARCR2	Archive Rx Retrieve Continued
PSOARCRR	Archive Rx Retrieve Continued
PSOARCS2	Archive Rx Retrieve Continued
PSOARCSV	Archiving Entry Point for Save Option
PSOARCTG	Gather Tape Info for Archiving
PSOARCTP	Write PSRX Global Data to Tape
PSOAUTO	Autocancel of Rxs on Admission
PSOB	Black Line Resolver
PSOBARV	Check Quality of Barcode
PSOBBC	Batch Barcode
PSOBGMGR	Bingo Board Manager
PSOBINGO	Bingo Board Option Driver

Continued on next page

Outpatient Pharmacy Application Routines, Continued

List of application routines (continued)

Routine Names	Routine Descriptions
PSOBMST	Black Line Resolver
PSOBRPRT	Bingo Board Report Generator
PSOBSET	Black Line Resolver
PSOBSET1	Black Line Resolver
PSOBUILD	Build Array of Patients Current Meds
PSOCAN	Modular Rx Cancel/Reinstate with Speed Cancel/Reinstate Ability
PSOCAN1	Modular Rx Cancel/Reinstate with Speed Cancel/Reinstate Ability Cont'd
PSOCAN2	Modular Rx Cancel/Reinstate with Speed Cancel/Reinstate Ability Cont'd
PSOCLDRG	Routine Identifies Drugs for Clozapine Study
PSOCLERK	Look-Up Clerk by Clerk Code
PSOCLO1	Clozapine
PSOCLOLS	List Clozapine Rxs Entered by Override
PSOCLUS1	Transmission for Clozapine Reporting System
PSOCLUS2	Collects Rx and Lab Data for Clozapine
PSOCLUS3	Transmit Rx and Lab Data for Clozaril
PSOCLUTL	Utilities for Clozaril Reporting System
PSOCOST	Generator of Monthly Drug Cost Report
PSOCP	Pharmacy Co-Pay Application Utilities for IB
PSOCPA	Pharmacy Co-Pay Cancel & Reset Status Options
PSOCPB	Pharmacy Co-Pay Application Cont'd

Continued on next page

Outpatient Pharmacy Application Routines, Continued

List of application routines (continued)

Routine Names	Routine Descriptions
PSOCPC	Pharmacy Co-Pay Application
PSOCPD	Multiple Co-Pay Charge Removal
PSOCPE	Pharmacy Co-Pay Application Utilities for IB
PSOCPVW	Screen Profile for Int Billing
PSOCST	Cost Stat Request Routine
PSOCST10	High Cost Report
PSOCST11	Drug Costs by Clinic
PSOCST12	Division by Drug Cost
PSOCST2	Drug Costs by Drug
PSOCST3	Drug by Provider Cost
PSOCST4	Drug Costs by Provider
PSOCST5	Provider by Drug Cost
PSOCST6	Drug Costs by Patient Status
PSOCST7	Drug Costs by Classification
PSOCST8	Drug Costs by Division
PSOCST9	Division by Provider Cost
PSOCSTD	Daily Cost Compilation Routine
PSOCSTM	Monthly Cost Compilation Routine
PSODACT	Creates DUE Answer Sheet from Action Profile
PSODEA	Help Text for DEA Field in Drug File
PSODEDT	Edit DUE Answer Sheet

Continued on next page

Outpatient Pharmacy Application Routines, Continued

List of application routines (continued)

Routine Names	Routine Descriptions
PSODELI	Deletes Intervention
PSODEM	Patient Demographics
PSODGDG1	Drug/Drug Interaction Processor
PSODGDGI	Drug/Drug Interaction Checker
PSODIR	Asks Data for Rx Order Entry
PSODIR1	Asks Data for Rx Order Entry Cont'd
PSODIR2	Rx Order Entry Cont'd
PSODISP	Manual/Barcode Dispense Function
PSODISP1	Report of Released and Unreleased Prescriptions
PSODIV	Division Lookup and Checks
PSODLKP	Create/Edit DUE Answer File Entry
PSODP	Sort and Print DUE Answer Sheets
PSODRDUP	Duplicate Drug and Class Checker
PSODRG	Order Entry Drug Selection
PSODRUG	Drug Enter and Edit
PSODSPL	Displays Rx Profile to Screen
PSODSRC	Help Text for Source of Supply Field in Drug File
PSODUE	DUE Build a Questionnaire
PSOEXDT	Set Exp Date and Determine Rx Status
PSOFUNC	Functions
PSOHCSUM	Gather Data for Outpatient Rx Health Care Summary
PSOHELP	Outpatient Help Text/Utility Routine

Continued on next page

Outpatient Pharmacy Application Routines, Continued

List of application routines (continued)

Routine Names	Routine Descriptions
PSOHELP1	Outpatient Help Text/Utility Routine 2
PSOHLDD	Remove Rxs from Hold Status
PSOLBL	Sets Variables to Print Label
PSOLBL1	Prints Medication Label
PSOBLL2	Label Output Cont'd
PSOLBLD	Prints New Label Stock for Drug/Drug Intervention Label
PSOLBLN	Prints New Label Stock Cont'd
PSOLBLS	Prints New Label Stock Suspended Labels
PSOLBLT	Alignment Test for
PSOLIST	List of Numbers Reader
PSOLSET	Site Parameter Set Up
PSOMGCM1	Management Data Compile/Recompile
PSOMGCOM	Management Compile/Recompile Routine
PSOMGM31	Monthly Management Prescription Costs Report Cont'd
PSOMGMN1	Monthly Management Prescription Counts Report
PSOMGMN2	Monthly Management Type of Prescriptions Report
PSOMGMN3	Monthly Management Prescription Costs Report
PSOMGMN4	Monthly Management IV Report
PSOMGMRP	Monthly Management Report
PSOMGR31	Daily Management Prescription Costs Report Cont'd
PSOMGREP	Daily Management Report

Continued on next page

Outpatient Pharmacy Application Routines, Continued

List of application routines (continued)

Routine Names	Routine Descriptions
PSOMGRP1	Daily Management Prescription Counts Report
PSOMGRP2	Daily Management Type of Prescriptions Report
PSOMGRP3	Daily Management Cost Report
PSOMGRP4	Daily Management IV Report
PSON52	Files New Entries in Prescription File
PSONEW	New Rx Order Main Driver
PSONEW1	Asks All Questions for New Rx Order Entry
PSONEW2	Displays New Rx Information for Edit
PSONEW3	Edit Template During New Rx Order Entry
PSONGR	Returns Ingredients List for Allergies
PSONRXN	Gets Next Valid Rx Number
PSONTEG	Package Checksum Routine
PSONTEG0	Package Checksum Routine Cont'd
PSONUM	Reads All Rx# and List of Numbers
PSOP	Prints Patient Medication Profile Long or Short
PSOP1	Prints Patient Medication Profile Long or Short Cont'd
PSOPAT	Update Pharmacy Patient Data
PSOPOLY	List Patients with a Minimum Amount of Rx's within a # of Days
PSOPOST	Post Init for Routine
PSOPOST1	Post Init for Routine Cont'd
PSOPREI	Pre-Init Routine for V6

Continued on next page

Outpatient Pharmacy Application Routines, Continued

List of application routines (continued)

Routine Names	Routine Descriptions
PSOPRF	Prints a Profile to be Used by the Pharmacist
PSOPRVW	View Providers
PSOPTPST	Post Patient Selection Action
PSOPVCON	File 6 to File 200 Conversion Recover Routine
PSOR52	Files Refill Entries in Prescription File
PSOREF	Refill Rx Data Entry
PSOREF0	Refill Rx Data Entry Cont'd
PSOREF1	Asks All Questions for Refill Rx Order Entry;
PSORENW	Renew Rx Main Driver
PSORENW0	Renew Rx Main Driver Cont'd
PSORENW1	Displays Renew Rx Information for Edit
PSORENW2	Edit Template for Renew Rx Order Entry
PSORENW3	Edit Template for Renew Rx Order Entry Cont'd
PSORESK	Manual/Barcode Return to Stock Function
PSORFL	This Program Determines the Last Fill of an Rx
PSORPTS	Output Reports Driver Option
PSORPTS1	Most Commonly Dispensed Drugs Report
PSORX	Main Rx Data Entry Driver
PSORXDL	Deletes Prescriptions
PSORXED	Edit Rx
PSORXI	Logs Pharmacy Interventions

Continued on next page

Outpatient Pharmacy Application Routines, Continued

List of application routines (continued)

Routine Names	Routine Descriptions
PSORSL	Action to be Taken on Prescriptions
PSORXLAB	DUE Lab Results
PSORXPAR	Partial Prescriptions
PSORXPR	Profile of an Individual Prescription
PSORXPR1	Profile of an Individual Prescription Cont'd
PSORXRPT	Reprint of a Prescription Label
PSORXVW	View of a Prescription
PSOSD	Action or Informational Profile
PSOSD0	Action or Informational Profile Cont'd
PSOD1	Action or Informational Profile Cont'd
PSOD2	Action or Informational Profile Cont'd
PSOSITED	View/Enter/Edit Outpatient Site Parameters
PSOSTART	Init Routine for V6
PSOSUCH1	Change Suspense and Fill/Refill Dates Cont'd
PSOSUCHG	Change Suspense and Fill/Refill Dates
PSOSUDCN	Counts of Suspended Rx's by Day
PSOSUDEL	Delete Printed Rx's or Rx's for Deceased Patients from Suspense
PSOSUINV	Update or Initialize Inventory
PSOSULBL	Print Suspended Labels
PSOSULOG	Log of Prescriptions on Suspense by Day
PSOSUP	Enter Pharmacists

Continued on next page

Outpatient Pharmacy Application Routines, Continued

List of application routines (continued)

Routine Names	Routine Descriptions
PSOSUPAT	Pull All Rx's from Suspense for a Specific Patient
PSOSUPRX	Pull Specific Rx from Suspense
PSOSURST	To Reset "Printed" Field of Rx Suspense File for Reprint
PSOTRLBL	Multi Rx Refill Request Form
PSOUTIL	Utility Driver
PSOUTL	Utility Routine Used throughout PSO*
PSOUTLA	Pharmacy Utility Program
PSOVCNT	Non-Verified Prescription Counts
PSOVER	Verify Rxs by Patient or Clerk
PSOVER1	Verify One Rx
PSOVER2	Edit and/or Cancel Unverified Rxs
PSOVERC	Cancel Duplicate Class from Verify
PSOVRPT	Log of Non-Verified Rx's Sorted by Patient or Clerk
PSOVWI	View Interactions

Chapter 4--Application Files

Overview

Introduction

The Outpatient Pharmacy Application requires 34 files in addition to Kernel and other files to which the application points. Information on all files used and pointed to by the application can be obtained by using VA FileMan. This chapter contains a list of these 34 files in numeric order.

In this chapter

Topic	Page
Outpatient Pharmacy Application Files	4-2
File Descriptions	4-4

Outpatient Pharmacy Application Files

Important note

The namespace for the Outpatient Pharmacy module are PSO and APSP.

List of application files

File Numbers	File Names
50	Drug (Partial Definition)
50.073	DUE Questionnaire
50.0731	DUE Answer Sheet
50.0732	DUE Question
50.0733	DUE Section
50.416	Drug Ingredients (Partial Definition)
50.605	VA Drug Class
50.9	Drug Cost
51	Medication Instruction
51.5	Order Unit
52	Prescription
52.11	Patient Notification (Rx Ready)
52.4	Rx Verify
52.41	*Refill with Non Verified News
52.5	Rx Suspense
52.52	Clozapine Prescription Overrides
52.8	Pharmacy Archive
52.9	Pharmacy Printed Queue
53	Rx Patient Status
54	Rx Consult

Continued on next page

Outpatient Pharmacy Application Files, Continued**List of
application
files
(continued)**

File Numbers	File Names
55	Pharmacy Patient (Partial Definition)
56	Drug Interaction
58.8	Drug Accountability Stats File
59	Outpatient Site
59.1	Outpatient AMIS Data
59.12	Outpatient Pharmacy Management Data
59.2	Waiting Time
59.3	Group Display
59.7	Pharmacy System)Partial Definition)
59.9	*Pharmacy Functions File
200	New Person (Partial Definition)
9009032.3	APSP Intervention Type
9009032.4	APSP Intervention
9009032.5	APSP Intervention Recommendation

File Descriptions

List of files with descriptions

File Number	File Name	File Description
50	Drug File	<p>This file holds the information related to each drug that can be used to fill a prescription. It is pointed to from several other files and should be handled carefully, usually only by special individuals in the pharmacy service. Entries are not typically deleted, but rather made inactive by entering an inactive date.</p> <p>This file must be built by Pharmacy Service before going on-line. It is common to use another center's file and edit it to match your center's unique formulary.</p>
50.073	DUE Questionnaire File	This file contains the questions and parameters to be associated with a DUE study.
50.0731	DUE Answer Sheet File	This file contains the responses to a DUE Questionnaire.
50.0732	DUE Question File	This file contains the individual questions to be used in a DUE Questionnaire.
50.0733	DUE Section File	This file is used to group DUE Answer sheets into meaningful groups, e.g. Providers, Clinics, Services, etc.
50.416	Drug Ingredients File	This file contains individual generic drugs which are components of various drug products.

Continued on next page

File Descriptions, Continued**List of files
with
descriptions
(continued)**

File Number	File Name	File Description
50.605	VA Drug File	This file contains the VA Drug Classifications. Each five-character alpha-numeric code specifies a broad classification and a specific type of product. The first two characters are letters and form the mnemonic for the major classification (e.g., AM for antimicrobials). Characters 3 through 5 are numbers and form the basis for subclassification. The VA Drug Classification system classifies drug products, not generic ingredients. Drug products with local effects are classified by route of administration (e.g., dermatological, ophthalmic). If a product is not classified by route of administration, it is classified in most instances under a specific chemical or pharmacological classification (e.g., beta-blockers, cephalosporins). If a product is not classified by route of administration, or chemical or pharmacological subclassification, it may be classified under a therapeutic category (e.g., antilipemic agents, antiparkinson agents).
50.9	Drug Cost File	This file holds information extracted nightly by a special pharmacy program to allow easier and quicker reporting of pharmacy activity the next day. When the daily information accumulates in excess of one month's information, it is condensed into a monthly total and the daily information is purged.

Continued on next page

File Descriptions, Continued

List of files with descriptions (continued)

File Number	File Name	File Description
51	Medication Instruction File	This file holds the abbreviations which are often used when entering the Rx sig. Each record holds an expansion of the abbreviation which is used to complete the sig as it is printed on the Rx label.
		Note: Care should be taken to not delete entries in this file after going into production use of the pharmacy package. If an entry is deleted, any sigs that contain the abbreviation would not find it when printed later and thus could confuse the patient.
		The above description indicates that this file is not strictly "pointed to" in the classical VA FileMan sense, but that logically it is nearly the same thing.
51.5	Order Unit File	This file holds the list of order units that are valid when describing a drug entry in the Drug file. Sites may want to add some additional units which they use. The entries sent with the package are only intended to be a starting point.
52	Prescription File	<p>This file contains all outpatient Rx data used by the Outpatient Pharmacy package. It is the hub of the outpatient system. It will easily be the largest pharmacy file in time and is pointed to very heavily. Deletion of an entry from this file is no longer allowed through package use. Entries are only marked as deleted.</p> <p>All the history pertaining to a particular Rx is contained in each Rx entry.</p>

Continued on next page

File Descriptions, Continued

List of files with descriptions (continued)

File Number	File Name	File Description
52.11	Patient Notification (Rx Ready) File	This file holds information to be used for the Prescription Ready display and also data to be used to collect work load and waiting time information. Ideally, as the pharmacy receives the (Rx) from the patient, the information will be entered into this file within the Outpatient Pharmacy package.
52.4	Rx Verify File	This field is used to store the active medication pointer numbers that are considered to be a drug interaction.
52.41	Refill with Non-Verified News	This file holds prescription numbers of refilled prescriptions which are associated with non-verified new prescriptions. Its sole intent is to allow these refills to be printed at the time the associated news are verified. It is not intended to be read or written by any other means or for any other purpose.
52.5	Rx Suspense File	<p>This file simply keeps an ordered list of all the prescriptions that have been put on suspense for a certain date. It is typically used to print all prescriptions on suspense through a specified date, in patient or ID number order. After an entry has been printed, a printed flag is set to keep it from being inadvertently reprinted.</p> <p>The Outpatient Pharmacy package supplies an option to clean out printed prescriptions that have accumulated over time. This is up to the center to determine how often it will routinely perform this task.</p>

Continued on next page

File Descriptions, Continued

List of files with descriptions (continued)

File Number	File Name	File Description
52.52	Clozapine Prescription Overrides File	<p>This file contains information regarding who, when, and why the prohibition on a prescription for Clozapine was overridden by a member of the team. Because of the nature of this drug and the restrictions placed upon dispensing it, all fields in this file are not to be edited through the VA FileMan, but are to be set only through the order entry options of the Outpatient Pharmacy package.</p> <p>Reports generated from this file should be generated only from the option provided by the package. For these reasons, READ, WRITE, DELETE and LAYGO access to this file are severely restricted.</p> <p>Caution: Under no circumstances should the Data Dictionary for this file be modified.</p>
52.8	Pharmacy Archive File	This file is used to identify prescriptions that have been archived away. The archived prescriptions may have been also deleted from the Prescription file (52).
52.9	Pharmacy Printed Queue File	This file is used to store labels and profiles while printing. This information is used to reprint a batch of labels and/or profiles if the printer should jam. The option that reprints this information is called Label/Profile Monitor Reprint or Black Line Resolver.

Continued on next page

File Descriptions, Continued

List of files with descriptions (continued)

File Number	File Name	File Description
53	Rx Patient Status File	This file holds a list of valid statuses that can be assigned to each Rx that represents the authorization for the Rx. This is independent of the eligibility code assigned to the patient by MAS. This file also holds the parameters that determine if an Rx for a certain status can be refilled, etc. Data is sent for this file, but can be altered by the center, with care.
54	Rx Consult File	<p>This file holds the expansion of the number codes that represent the additional warnings/consultations that may be needed for a particular drug. The Drug file informally points to this file, in much the same way that it points to the Medication Instruction file. The field that points to this file is WARNING LABELS. It requires that the numbers entered here be valid entries in this file.</p> <p>These numbers are printed on the labels so that the pharmacy can attach the appropriate warning labels to the bottle.</p>
55	Pharmacy Patient File	<p>This file holds, for each patient, information that is typically of interest only to the pharmacy. This should be noted when merging patient records and deleting the old record from the patient file. That process does not delete the corresponding pharmacy patient file entry.</p> <p>This file is also shared with inpatient pharmacy and promises to become a very central file to the pharmacy.</p>

Continued on next page

File Descriptions, Continued

List of files with descriptions (continued)

File Number	File Name	File Description
56	Drug Interaction File	This file is used to store drug/drug interactions. This file will be sent out with data. Data can only be added.
		Only local additions and deletions are allowed.
		Caution: Data is transported with this file and will overwrite the site's data.
58.8	Drug Accountability Stats File	This file contains data associated with the Pharmacy Drug Accountability Stats location. Entries in this file may be edited but not deleted. Entries in this file should not be edited directly using VA FileMan.
59	Outpatient Site File	This file holds the set of parameters which modify the operation of the Outpatient Pharmacy package to suit the needs of your site. The address information appears on the labels. Most of the other fields hold parameters which enable or disable a particular feature of the package. These parameters are loaded into a local variable when entering the package. Any changes made to these parameters will not be effective until the user exits from the package and reenters it.
59.1	Outpatient AMIS Data File	This file is used to store outpatient pharmacy AMIS data.

Continued on next page

File Descriptions, Continued

List of files with descriptions (continued)

File Number	File Name	File Description
59.12	Outpatient Pharmacy Management Data	This file contains the data for the Outpatient Pharmacy Management Reports. It contains data compiled from the Prescription file ^PS(52), Fee Basis Pharmacy Invoice file ^FBAA(162.1), and Inpatient IV Stats ^PS(50.8) files.
59.2	Waiting Time File	This file holds waiting time data. For each date and each division identified in File 59, the total number of requests (visits), and the total waiting time for each hourly period from 8AM to 5PM (8-9, 9-10 etc.) are stored. Also stored are the total number of requests which were filled but not picked up by the end of the day. Data is put into this file from the Prescription Ready file (52.11) by a background job which runs every night. It is not intended that data in this file be entered or manipulated directly through the VA FileMan.
59.3	Group Display File	This file is used to display the waiting group for the Bingo Board system. This file also determines how and what information is displayed on the waiting room monitor.

Continued on next page

File Descriptions, Continued**List of files
with
descriptions
(continued)**

File Number	File Name	File Description
59.7	Pharmacy System File	This file contains data for the entire Pharmacy system of a medical center and not to any one site or division. The number ranges for the nodes and field numbers are as follows:
		0 - Reserved 9.99
		1 0 - National Drug File 19.99
		2 0 - Inpatient 29.99
		3 0 - IV's 39.99
		4 0 - Outpatient 49.99
		5 0 - Ward Stock/AR 59.99
		6 0 - Unit Dose 69.99
		Note: There should only be one entry in this file
		Caution: Because of the nature of this file and because all of the Pharmacy packages use this file, sites should not edit fields or make local field additions to it.
59.9	*Pharmacy Functions File	This file stores MUMPS codes in nodes for execution to avoid calling a routine for some concise, brief purpose. The code is stored in the ^DIC global as well as in the ^PSF global where it is indexed by the function name for easy access.
		Note: As of January 11, 1993, this file will no longer be used by Pharmacy software and will be deleted in the future.

Continued on next page

File Descriptions, Continued

List of files with descriptions (continued)

File Number	File Name	File Description
200	New Person File	This file contains data on employees, users, practitioners, etc., who were previously in files 3, 6, 16 and others.
9009032.3	APSP Intervention File	This file is used to store the type of intervention.
		Note: Data is transported with this file and will overwrite the site's data.
9009032.4	APSP Intervention File Functions File	This file is used to store intervention information.
9009032.5	APSP Intervention Recommendation File	This file is used to store intervention recommendations; e.g., change drug, change dosage, order lab tests, etc.
		Note: Data is transported with this file and will overwrite the site's data.

Continued on next page

Chapter 5--Exported Options

Overview

Introduction

The Outpatient Pharmacy Application exports several options. Exported options are those options whose use is dependent on menus, keys, and package security. This chapter contains a list of these options in alphabetic order. Those options which are available with this version but are not active for the IHS have been annotated.

Menus

Although the applications comes from the VA with three menus, the IHS will be using only the PSO Manager Menu and the PSO User2 Menu. The PSO Manager Menu should be assigned to the Package Coordinator for Outpatient Pharmacy and also added to the menu of the Site Manager, pharmacist, and any staff that help in the operation of Outpatient Pharmacy. The menu PSO USER1 will not be assigned. The PSO User2 Menu should be assigned to all pharmacy technicians and other pharmacy personnel who may view prescriptions and/or inquire into other Outpatient Pharmacy files.

Keys

The key PSORPH should be assigned to all pharmacists, the package coordinator and all appropriate members of the staff. The key PSOA PURGE should be assigned to the package coordinator and/or any person who will be responsible for archiving prescriptions. The key PSOLOCKCLOZ (inactive for IHS) is used to override the lockouts in the Clozapine option. All members of the Clozapine treatment team must be entered as users on your system and must be given this key. All pharmacists who have the ability to override the lockouts in this option must also hold this key. These pharmacists should be identified by the Pharmacy Service representative of the Clozapine treatment team.

Continued on next page

Overview, Continued

Package Security

Electronic signatures may be established through Kernel. Kernel provides an option, Edit Electronic Signature Code, for the user to accomplish this task.

In Kernel V.7 the Edit Electronic Signature Code option has been tied to the Common Menu, under the User's Toolbox submenu, for easy access by all users.

In this chapter

Topic	Page
Exported Options Descriptions	5-3
Cross-References (TBD)	5-45

Exported Options Descriptions

Introduction

The options in the following list are exported with the Outpatient Pharmacy Application. For each option, you are provided with the option name as it appears on the menus, the PSO routine name, a description of the option, the type of routine, and run routine name.

List of exported options with description

PSO Routine Name	Description	Option Name
PSO ACTION PROFILE		Action Profile
The action profile is intended to be used in the clinics and areas outside of the pharmacy to get this information to the doctor. It can be printed by patient(s) or clinic(s) and is sorted accordingly. The option is placed here to allow the pharmacy to have access for general exposure, as it is intended to be run by clinics, etc. primarily. This printout is 132 columns in width. This printout must be printed on a 132 column printer.		
Type: run routine		Routine: ACT^PSOSD
PSO ALPHA		Alpha Drug List and Synonyms
This option is used to list alpha drug names and synonyms.		
Type: run routine		Routine: 2^PSORPTS
PSO AMIS		AMIS Report
This option is used to print the outpatient AMIS report.		
Type: run routine		Routine: PSOAMIS
PSO AMIS COMPILE		Compile AMIS Data (Night Job)
This option is used to start a background job to compile AMIS data. This option should be used after peak hours.		
Type: run routine		Routine: RECOM^PSOAMIS0

Continued on next page

Exported Options Description, Continued

List of exported options with description (continued)

PSO Routine Name	Description	Option Name
PSO AMIS RECOMPILE		Recompile AMIS Data
This option is used to recompile AMIS data.		
Type: run routine		Routine: PSOAMIS0
PSO ARCHIVE		Archiving
Lock: PSOA PURGE		
This option permits the user to manage resources by saving to tape and then purging old prescriptions, typically those which have expired more than a year ago.		
Type: menu		
Menu Items:		
<u>Routine</u>		<u>Option Name</u>
PSOARCCO		Find
PSOARCSV		Save
PSOARCIN		Tape Retrieval
PSOARCPURGE		Purge
PSOARCHLIST		List One Patient's Archived Rx's
PSO AUTOCANCEL		Autocancel on Admission
This option cancels the outpatient prescriptions of patients who were admitted three days ago. It tasks the job to run every night.		
Type: run routine		Routine: TASK^PSOAUTOC

Continued on next page

Exported Options Description, Continued

List of exported options with description (continued)

PSO Routine Name	Description	Option Name
PSO AUTOCANCEL1	Autocancel Rx's on Admission	
This option should be set to run at a time between 5:30 and 11:30pm (as convenient for the site). It will check all admissions for T-3, and if the patient is still in the hospital, will cancel all his active Rx's, delete all those in a non-verified status, and delete those in the RX SUSPENSE file.		
Type: run routine		Routine: AUTO^PSOAUTOC
PSO AUTOQUEUE JOBS	Queue Background Jobs	
This option is used to queue three background jobs. They are as follows:		
<ul style="list-style-type: none"> ● Compile AMIS Data (night job) with a default rescheduling frequency of every 24 hours. ● Transmit Clozapine Dispensing Data with a default rescheduling frequency of every seven days. ● Transmit Clozapine Dispensing Demographics with a default rescheduling frequency of every seven days. 		
PSO B	Label/Profile Monitor Reprint	
FIFO queue of the last 1000 (or more depending on the site parameter Label Profile Monitor Max) labels or profiles printer.		
Type: run routine		Routine: PSOB
PSO BARCODE CHECK	Check Quality of Barcode	
This option is used to check the quality of the barcode print.		
Type: run routine		Routine: PSOBARV

Continued on next page

Exported Options Description, Continued

List of exported options with description (continued)

PSO Routine Name	Description	Option Name
PSO BARCODE MENU		Barcode RX Menu
This menu contains items that allow batch barcoding of prescription refills and renewals. This menu also has an option to check the quality of the barcode print.		
Type: menu		
Menu Items:		
<u>Routine</u>		<u>Option Name</u>
PSO BATCH BARCODE	Barcode Batch Prescription Entry	
PSO BARCODE CHECK	Check Quality of Barcode	
PSO BATCH BARCODE		Barcode Batch Prescription Entry
This option is used to enter refills or renewals utilizing barcodes in a batch entry.		
Type: action	Action: '\$D (PSOPAR) ^PSOLSET S PSOFROM="BATCH" D ^PSORX K PSOFROM	
PSO BINGO BOARD		Bingo Board
This menu contains both the manager's and user's menus for bingo board functions.		
Type: menu		
Menu Items:		
<u>Routine</u>		<u>Option Name</u>
PSO BINGO BOARD MANAGER BM	Bingo Board Manager	
PSO BINGO USER	BU	Bingo Board User

Continued on next page

Exported Options Description, Continued

**List of
exported
options with
description
(continued)**

PSO Routine Name	Description	Option Name
PSO BINGO DELETE PATIENT	Remove Patient's Name from Monitor This option is used to remove the patient's name from the bingo board monitor. Type: run routine	Routine: PSOBINGO
PSO BINGO DISPLAY PATIENT	Display Patient's Name on Monitor This option is used to show the patient's name on the bingo board monitor. Type: run routine	Routine: PSOBINGO
PSO BINGO ENTER/EDIT DISPLAY	Enter/Edit Display This menu item is used to enter, edit, or delete the bingo board display. Type: run routine	Routine: DISP^PSOBGMGR

Continued on next page

Exported Options Description, Continued

List of exported options with description (continued)

PSO Routine Name	Description	Option Name
PSO BINGO MANAGER		Bingo Board Manager
This option is used by pharmacy management to control the bingo board functions.		
Type: menu		
Menu Items:		
<u>Routine</u>		<u>Option Name</u>
PSO BINGO ENTER/EDIT DISPLAY	Enter/Edit Display	
PSO BINGO REPORT PRINT	Print Bingo Board Statistics	
PSO BINGO PURGE	Purge Bingo Board Data	
PSO BINGO START	Start Bingo Board Display	
PSO BINGO STOP	Stop Bingo Board Display	
PSO BINGO NEW PATIENT		Enter New Patient
This option is used to enter the name of a new patient into the bingo board display file.		
Type: run routine		Routine: PSOBINGO
PSO BINGO PURGE		Purge Bingo Board Data
This menu item is used to purge daily bingo board data.		
Type: run routine		Routine: ERASE^PSOBGMGR

Continued on next page

Exported Options Description, Continued

List of exported options with description (continued)

PSO Routine Name	Description	Option Name
PSO BINGO REPORT PRINT	Print Bingo Board Statistics	
This menu item is used to output the bingo board statistics.		
Type: run routine		Routine: PSOBRPRT
PSO BINGO START	Start Bingo Board Display	
This menu item is used to start the bingo board monitor display.		
Type: run routine		Routine: PSOBGMGR
PSO BINGO STOP	Stop Bingo Board Display	
This menu item is used to stop the bingo board monitor display.		
Type: run routine		Routine: STOPIT^PSOBGMGR
PSO BINGO USER	Bingo Board User	
This option will be used by the pharmacy technician to enter/edit bingo board patients.		
Type: menu		
Menu Items:		
<u>Routine</u>		<u>Option Name</u>
PSO BINGO NEW PATIENT	Enter New Patient	
PSO BINGO DISPLAY PATIENT	Display Patient's Name on Monitor	
PSO BINGO DELETE PATIENT	Remove Patient's Name from Monitor	

Continued on next page

Exported Options Description, Continued

List of exported options with description (continued)

PSO Routine Name	Description	Option Name
PSO C		Cancel Prescription
The cancel function is used either to discontinue a prescription without deleting its record from the files, or reinstate a canceled prescription.		
Type: run routine		
PSO CLERK		Lookup Clerk by Code
This option is used to lookup clerks by their internal numbers.		
Type: run routine		Routine: PSOCLERK
PSO CLINIC COSTS		Clinic Costs
This option prints a report sorted by clinic costs.		
Type: run routine		Routine: PSOCST11
PSO COMMON		Commonly Dispensed Drugs
This option prints the most commonly dispensed drugs.		
Type: run routine		Routine: PSORPTS1
PSO COST BY DIVISION		Drug Costs by Division
This option prints a report sorted by drug cost then division.		
Type: run routine		Routine: PSOCST8
PSO COST BY PATIENT STATUS		Patient Status Costs
This option prints a report sorted by drug cost then patient status.		
Type: run routine		Routine: PSOCST6

Continued on next page

Exported Options Description, Continued

List of exported options with description (continued)

PSO Routine Name	Description	Option Name
PSO COST BY PROVIDER		Drug Costs by Provider
This option prints a drug cost report sorted by provider.		
Type: run routine		Routine: PSOCST3
PSO COST DIVISION BY PROVIDER		Drug Costs by Division by Provider
This option prints a drug cost report sorted by division and within division by provider.		
Type: run routine		Routine: PSOCST9
PSO COST PER PROVIDER		Provider Costs
This option prints a drug cost report sorted by provider.		
Type: run routine		Routine: PSOCST4
PSO COST PROVIDER BY DRUG		Provider by Drug Costs
This option is used to print a drug cost report sorted by provider.		
Type: run routine		Routine: PSOCST5
PSO COST STATISTICS		Pharmacy Statistics
This option is used to print a pharmacy statistics report.		
Type: run routine		Routine: 1^PSOCST
PSO COSTDAY		Daily Cost Compilation
This option is used to compile pharmacy daily costs.		
Type: run routine		Routine: PSOCSTD

Continued on next page

Exported Options Description, Continued

List of exported options with description (continued)

PSO Routine Name	Description	Option Name
PSO COSTINIT		Initialize Cost Statistics
This option is used to initialize the pharmacy statistics.		
Type: run routine		Routine: PSOCSTD
PSO COSTMONTH		Monthly Cost Compilation
This option is used to compile monthly pharmacy costs.		
Type: run routine		Routine: PSOCSTM
PSO CST		Cost Analysis Reports
This menu option contains reports of cost analysis.		
Type: menu		
Menu Items:		
<u>Routine</u>		<u>Option Name</u>
PSO CLINIC COSTS		Clinic Costs
PSO DIV COSTS BY DRUG		Division Costs by Drug
PSO DRUG COSTS		Drug Costs
PSO COST BY DIVISION		Drug Costs by Division
PSO COST DIVISION BY PROVIDER		Drug Costs by Division by Provider
PSO COST BY PROVIDER		Drug Costs by Provider
PSO HI COST		High Cost Rx Report
PSO COST BY PATIENT STATUS		Patient Status Costs
PSO COST STATISTICS	Pharmacy Statistics	
PSO COST PROVIDER BY DRUG		Provider by Drug Costs
PSO COST PER PROVIDER		Provider Costs
PSO REQ STATS		Request Statistics

Continued on next page

Exported Options Description, Continued

List of exported options with description (continued)

PSO Routine Name	Description	Option Name
PSO DAILY AMIS		Daily AMIS Report
This option prints AMIS data for a selected day, month, and quarter. Output includes daily, monthly, and quarterly AMIS totals.		
Type: run routine		Routine: PSOAMIS1
PSO DIV COSTS BY Drug		Division Costs by Drug
This option is used to print a drug cost report sorted by division.		
Type: run routine		Routine: PSOCST12
PSO DRUG		Drug Enter/Edit
The drug enter/edit function allows the user to add new drugs to the file, edit existing drugs, and inactivate drugs.		
Type: run routine		Routine: PSODRUG
PSO DRUG COSTS		Drug Costs
This option is used to print drug costs.		
Type: run routine		Routine: PSOCST2
PSO DRUGMENU		Drug/Drug Interaction Function
This submenu is used for drug/drug interaction items.		
Type: menu		
Menu Items:		
<u>Routine</u>	<u>Option Name</u>	
PSO INTERACTION SEVERITY	Edit Drug Interaction Severity	
PSO INTERACTION LOCAL ADD	Enter/Edit Local Drug Interaction	

Continued on next page

Exported Options Description, Continued

List of exported options with description (continued)

PSO Routine Name	Description	Option Name
PSO HI COST	High Cost Rx Report	
This option is used to print a high cost report.		
Type: run routine		Routine: PSOCST10
PSO HOLDRPT	List Prescriptions on Hold	
This option is used to print a report of prescriptions in a hold status.		
Type: run routine		Routine: 7^PSORPTS
PSO HOLDRX	Hold Rx	
The hold function allows you to place a prescription on hold.		
Type: action		Action: D HLD^PSOHL
PSO INACTIVE	Inactive Drug List	
This option is used to print inactive drugs.		
Type: run routine		Routine: 5^PSORPTS
PSO INTERACTION	Drug Interactions Menu	
This menu contains items related to drug interactions.		
Type: menu		
Menu Items:		
<u>Routine</u>	<u>Option Name</u>	
PSO INTERACTION SEVERITY	Edit Drug Interaction Severity	
PSO INTERACTION LOCAL ADD	Enter/Edit Local Drug Interaction	
PSO INTERACTION VERIFY	Process Drug/Drug Interactions	

Continued on next page

Exported Options Description, Continued

List of exported options with description (continued)

PSO Routine Name	Description	Option Name
PSO INTERACTION LOCAL ADD	Enter/Edit Local Drug Interaction	
This option allows sites to add their local drug ingredient interactions.		
Type: action		Action: D ADD^PSOHELP
PSO INTERACTION SEVERITY	Edit Drug Interaction Severity	
This option is used to change drug interaction severity in File #56 from significant to critical only.		
Type: action		Action: D CRI^PSOHELP
PSO INTERACTION VERIFY	Process Drug/Drug Interactions	
This option is used to process medications that have been marked as a drug/drug interaction.		
Type: run routine		Routine: PSODGDG1
PSO INTERDIV	Inter-Divisional Processing	
This option is used for inter-divisional processing.		
Type: run routine		Routine: PSODIV
PSO INTERVENTION DELETE	Delete Intervention	
This option is used to delete an intervention from the APSP INTERVENTION file. You may only delete an intervention that was entered on the same day.		
Type: action	Action: W @IOF,!!, "Delete Intervention", !! D ^PSODELI W !!, "Pharmacy Intervention Menu", !!	

Continued on next page

Exported Options Description, Continued

List of exported options with description (continued)

PSO Routine Name	Description	Option Name
PSO INTERVENTION EDIT		Edit Pharmacy Intervention
This option is used to edit an already existing entry in the Intervention file.		
Type: action	Action: W @IOF W !,"Edit Existing Intervention",!! F I=0:0 S DIC(0)="QENAM",DIC="^APSPQA(32.4," D ^DIC K:Y=-1 X,DIC,DA,DIE Q:Y=-1 S DA=+Y,DIE=DIC,DR="[PSO INTERVENTION EDIT]" D ^DIE	
PSO INTERVENTION MENU		Pharmacy Intervention Menu
This menu is the main menu for the Pharmacy Intervention options.		
Type: menu		
Menu Items:		
<u>Routine</u>	<u>Option Name</u>	
PSO INTERVENTION NEW ENTRY	Enter Pharmacy Intervention	
PSO INTERVENTION EDIT	Edit Pharmacy Intervention	
PSO INTERVENTION PRINTOUT	Print Pharmacy Intervention	
PSO INTERVENTION DELETE	Delete Intervention	
PSO INTERVENTION VIEW	View Intervention	
PSO INTERVENTION NEW ENTRY		Enter Pharmacy Intervention
This option is used to enter an entry into the APSP INTERVENTION file.		
Type: action	Action: W @IOF W !,"Enter Pharmacy Intervention",!! F I=0:0 S DIC(0)="QEMAL",DIC="^APSPQA(32.4,"DIADD=" D ^DIC K DA,DR,DIADD K:Y=-1 X,DIC,DIADD,DA,DIE Q:Y=-1 S DA=+Y,DIE=DIE=DIC,DR="[PSO INTERVENTION NEW]" K DIC D ^DIE	

Continued on next page

Exported Options Description, Continued

List of exported options with description (continued)

PSO Routine Name	Description	Option Name
PSO INTERVENTION PRINTOUT	Print Pharmacy Intervention	
This option is used to obtain a captioned printout of Pharmacy Interventions for a certain date range. It will print out on normal width paper and can be queued to print at a later time.		
Type: action	Action: W @IOF W !,"Print Pharmacy Intervention",!! S L=0,DIC="^APSPQA(32.4,"FLDS="[PSO INTERVENTIONS]",BY="[PSO INTERVENTIONS]" D EN1^DIP K L,DIC,FLDS,BY,Y W !,"Pharmacy Intervention Menu",!!	
PSO INTERVENTION VIEW	View Intervention	
This option is used to display pharmacy interventions in a captioned format. You may view more than one intervention at a time.		
Type: action	Action: W @IOF,!!,"View Interventions",!! S PSOVWI("DIC")="^APSPQA(32.4," D ^PSOVWI W !,"Pharmacy Intervention Menu",!!	
PSO INVENTORY	Inventory Menu	
This option is used to update or initialize inventory.		
Type: run routine	Routine: PSOSUINV	

Continued on next page

Exported Options Description, Continued

List of exported options with description (continued)

PSO Routine Name	Description	Option Name
PSO MAINTENANCE		
Maintenance (Outpatient Pharmacy)		
This menu contains options that are used for implementation as well as maintenance of the Outpatient package.		
Type: menu		
Menu Items:		
<u>Routine</u>		<u>Option Name</u>
PSO SITE PARAMETERS		Site Parameter Enter/Edit
PSO PROVIDER		Edit Provider
PSO PROVIDER ADD		Add New Providers
PSO AUTOQUEUE JOBS		Queue Background Jobs
PSO AUTOCANCEL1		Autocancel Rx's on Admission
PSO BINGO MANAGER		Bingo Board Manager
PSOL EDIT		Edit Data for a Patient in the Clozapine Program
PSOL FACILITY SETUP	Enter Facility Data Clozapine	
PSOL MARK DRUG		Mark Clozapine Drug
PSO DRUG		Drug Enter/Edit
PSO INTERACTION LOCAL ADD		Enter/Edit Local Drug Interaction
PSO INTERVENTION EDIT		Edit Pharmacy Intervention
PSO INTERVENTION DELETE		Delete Intervention
PSO RXDL		Delete a Prescription
PSO PNDEL		Delete from Suspense File
PSO AMIS RECOMPILE		Recompile AMIS Data

Continued on next page

Exported Options Description, Continued

List of exported options with description (continued)

PSO Routine Name	Description	Option Name
PSO MANAGER		Outpatient Pharmacy Manager
This menu contains all options needed by a pharmacy manager.		
Type: menu		
Menu Items:		
<u>Routine</u>		<u>Option Name</u>
PSO ARCHIVE		Archiving
PSO AUTOCANCEL1		Autocancel Rx's on Admission
PSO BINGO BOARD		Bingo Board
PSOL MANAGER		Clozapine Pharmacy Manager
PSOCP MENU		Copay Menu
PSO DRUG		Drug Enter/Edit
PSO INTERACTION		Drug Interactions Menu
PSOD SUPERVISOR		DUE Supervisor
PSO B		Label/Profile Monitor Reprint
PSO MAINTENANCE		Maintenance (Outpatient Pharmacy)
PSO P		Medication Profile
PSO OUTPUTS		Output Reports
PSO INTERVENTION MENU		Pharmacy Intervention Menu
PSO RELEASE		Release Medication
PSO RETURNED STOCK		Return Medication to Stock
PSO RX		Rx (Prescriptions)
PSO SUPERVISOR		Supervisor Functions
PSO PND		Suspense Functions
PSO PAT		Update Patient Record
PSO VER		Verification

Continued on next page

Exported Options Description, Continued

List of exported options with description (continued)

PSO Routine Name	Description	Option Name
PSO MGMT DATA PURGE		Purge Data
This option deletes data from OUTPATIENT PHARMACY MANAGEMENT DATA file (59.12) for a user-specified date range.		
Type: run routine		Routine: PSOMGCM1
PSO MGMT MONTHLY ALL REPORTS		All Reports
This option prints all of the monthly management reports which include the Intravenous Admixture, Cost of Prescriptions, Count of Prescriptions, and Type of Prescriptions filled reports. They may be printed for a specific division or for all divisions if the site is multi-divisional.		
Type: run routine		Routine: PSOMGMRP Action: S RUN="A"
PSO MGMT MONTHLY IV		Intravenous Admixture
This option prints the monthly Intravenous Admixtures management report. The report contains the total and average cost for piggybacks and syringes, L.V.P., T.P.N., and Chemotherapy for each month plus a grand total.		
Type: run routine		Routine: PSOMGMRP Action: S RUN=4
PSO MGMT MONTHLY RX COSTS		Cost of Prescriptions
This option prints the monthly Cost of Prescriptions management report. The report contains the average and total cost for staff prescriptions, fee prescriptions, all prescriptions, equivalent fills, methadone prescriptions (if a methadone program exists), and participating pharmacies prescriptions.		
Type: run routine		Routine: PSOMGMRP Action: S RUN=3

Continued on next page

Exported Options Description, Continued

List of exported options with description (continued)

PSO Routine Name	Description	Option Name
PSO MGMT MONTHLY RX COUNTS	Count of Prescriptions	
<p>This option prints the monthly Count of Prescriptions management report. The report contains the total number of prescriptions filled during the specified month(s). It includes the patient category, number of equivalent fills, total prescriptions, total methadone (if a methadone program exists), and patient requests.</p>		
Type: run routine		Routine: PSOMGMRP Action: S RUN=1
PSO MGMT MONTHLY TYPE OF RX	Type of Prescriptions Filled	
<p>This option prints the monthly Type of Prescriptions Filled management report. It contains the number of prescriptions filled by fee and staff physicians, new and refill prescriptions, prescriptions sent by mail or dispensed at the window, prescriptions filled by participating pharmacies, and investigational drug prescriptions.</p>		
Type: run routine		Routine: PSOMGMRP Action: S RUN=2
PSO MGMT REPORT DAILY MENU	Daily Management Report Menu	
<p>This option displays the suboptions for printing the daily management reports.</p>		
Type: menu		
Menu Items:		
<u>Routine</u>	<u>Option Name</u>	
PSO MGMT REPORTS ALL DAILY	All Reports	
PSO MGMT REPORT IV	Intravenous Admixtures	
PSO MGMT REPORT RX COSTS	Cost of Prescriptions	
PSO MGMT REPORT RX COUNTS	Count of Prescriptions	
PSO MGMT REPORT TYPE OF RX	Type of Prescriptions Filled	

Continued on next page

Exported Options Description, Continued

List of exported options with description (continued)

PSO Routine Name	Description	Option Name
PSO MGMT REPORT IV		Intravenous Admixtures
This option prints the Daily Intravenous Admixtures Management Report. This report contains the total and average cost for piggybacks and syringes, L.V.P., T.P.N., and Chemotherapy, plus a grand total for each month.		
Type: run routine		Routine: PSOMGREP Action: S RUN=4
PSO MGMT REPORT MENU		Management Reports Menu
This option displays the compile and printing options for the management reports.		
Type: menu		
Menu Items:		
<u>Routine</u>		<u>Option Name</u>
PSO MGMT REPORT DAILY MENU		Daily Management Report Menu
PSO MGMT RPT RANGE COMPILE		Date Range Recompile Data
PSO MGMT RPT DAILY COMPILE		Initialize Daily Compile
PSO MGMT REPORT MONTHLY MENU	Monthly	Management Report Menu
PSO MGMT RPT ONE DAY COMPILE		One Day Recompile Data
PSO MGMT DATA PURGE		Purge Data

Continued on next page

Exported Options Description, Continued

List of exported options with description (continued)

PSO Routine Name	Description	Option Name
PSO MGMT REPORT MONTHLY MENU	Monthly Management Report Menu	
This menu displays the suboptions for printing the monthly management reports.		
Type: menu		
<u>Routine:</u>	<u>Option Name</u>	
PSO MGMT MONTHLY ALL REPORTS	All Reports	
PSO MGMT MONTHLY IV	Intravenous Admixture	
PSO MGMT MONTHLY RX COSTS	Cost of Prescriptions	
PSO MGMT MONTHLY RX COUNTS	Count of Prescriptions	
PSO MGMT MONTHLY TYPE OF RX	Type of Prescriptions Filled	
PSO MGMT REPORT RX COSTS	Cost of Prescriptions	
This option prints the daily Prescription Cost management report. The report contains the average cost and total cost for staff prescriptions, fee prescriptions, all prescriptions, equivalent fills, methadone prescriptions (if a methadone program exists), and participating pharmacies prescriptions.		
Type:run routine	Routine: PSOMGREP Action: S RUN=3	
PSO MGMT REPORT RX COUNTS	Count of Prescriptions	
This option prints the daily Count of Prescriptions management report. The report contains the total number of prescriptions filled during the specified month(s). It contains the patient category, number of equivalent fills, total prescriptions, total methadone prescriptions (if a methadone program exists), and patient requests.		
Type: run routine	Routine: PSOMGREP Action: S RUN=1	

Continued on next page

Exported Options Description, Continued

List of exported options with description (continued)

PSO Routine Name	Description	Option Name
PSO MGMT REPORT TYPE OF RX	Type of Prescriptions Filled	
This option prints the Type of Prescriptions Filled management report. It contains the total number of prescriptions filled by fee and staff physicians, new and refill prescriptions, prescriptions sent by mail or dispensed at the window, prescriptions filled by participating pharmacies, and investigational drug prescriptions.		
Type: run routine		Routine: PSOMGREP Action: S RUN=2
PSO MGMT REPORTS ALL DAILY	All Reports	
This option prints all of the daily management reports which include the Intravenous Admixture, Cost of Prescriptions, Prescription Count, and Type of Prescriptions Filled reports. They may be printed for a specific division or for all divisions if the site is multi-divisional.		
Type: run routine		Routine: PSOMGREP Action: S RUN="A"
PSO MGMT RPT DAILY COMPILE	Initialize Daily Compile	
This option compiles the management data for a specific date range and queues a job to run every day at 1:00 a.m to compile the previous day's management report data.		
Type: run routine		Routine: TSK^PSOMGCM1
PSO MGMT RPT ONE DAY COMPILE	One Day Recompile Data	
This option recompiles the management report data for a range of dates specified by the user.		
Type: run routine		Routine: DAY^PSOMGCM1

Continued on next page

Exported Options Description, Continued

List of exported options with description (continued)

PSO Routine Name	Description	Option Name
PSO MGMT RPT RANGE COMPILE	Date Range Recompile Data	
This option recompiles the management data for a user specified date range. The data must be recompiled if prescription data has changed for prescriptions filled or refilled before today.		
Type: run routine		Routine: RECOM^PSOMGCM1
PSO MONTHLYCOST	Monthly Drug Cost	
This option is used to output a monthly drug cost report.		
Type: run routine		Routine: PSOCOST
PSO NARC	Narcotic Prescription List	
This option is used to list narcotic Rx's.		
Type: run routine		Routine: 10^PSORPTS
PSO NEW	New Prescription Entry	
The New function allows you to enter new prescriptions or renew existing prescriptions.		
Type: action	Action: D:\$D(PSOPAR) ^PSOLSET S PSOFROM="NEW",PSOFROM("PTLKUP")=1 D ^PSORX K PSOFROM	
PSO NONFORM	Non-Formulary List	
This option is used to print all non-formulary drugs.		
Type: run routine		Routine: 9^PSORPTS

Continued on next page

Exported Options Description, Continued

List of exported options with description (continued)

PSO Routine Name	Description	Option Name
PSO NVCNT		Non-Verified Counts
This option is used to obtain a count of the number of prescriptions remaining in a Non-Verified status.		
Type: run routine		Routine: PSOVCNT
PSO OUTPUTS		Output Reports
The Output menu includes several options which allow you to generate a variety of different management reports.		
Type: menu		
Menu Items:		
<u>Routines</u>		<u>Option Name</u>
PSO ACTION PROFILE	Action Profile (132 Column Printout)	
PSO ALPHA	Alpha Drug List and Synonyms	
POS AMIS	AMIS Report	
PSO COMMON	Commonly dispensed drugs	
PSO CST	Cost Analysis Reports	
PSO DAILY AMIS	Daily AMIS Report	
PSO SYNONYM	Drug List by Synonym	
PSO INACTIVE	Inactive Drug List	
PSO MGMT REPORT MENU	Management Reports Menu	
PSO MONTHLYCOST	Monthly Drug Cost	
PSO NARC	Narcotic Prescription List	
PSO NONFORM	Non-Formulary List	
PSOPOLY	Poly Pharmacy Report	
PSO RELEASE REPORT	Released and Unreleased Prescription Report	

Continued on next page

Exported Options Description, Continued

List of exported options with description (continued)

PSO Routine Name	Description	Option Name
PSO P		Medication Profile
The Profile option allows you to display a profile of all prescriptions on file for a particular patient. You may view this information directly on the CRT or request it to be printed.		
Type: action Action: D:\$D(PSOPAR) ^PSOLSET D ^PSOP		
PSO PAT		Update Patient Record
The Update Patient option allows the user to add a new patient to the system or to update the current information in the computer.		
Type: run routine Routine: PSOPAT		
PSO PND		Suspense Functions
This menu contains options for all the Suspense functions.		
Type: menu		
Menu Items:		
<u>Routines</u>		<u>Option Name</u>
PSO PNDCHG		Change Suspense Date
PSO PNDCNT		Count of Suspended Rx's by Day
PSO PNDEL		Delete from Suspense File
PSO PNDLOG		Log of Suspended Rx's by Day (this Division)
PSO PNDLBL		Print from Suspense File
PSO PNDRX		Pull Early from Suspense
PSO PNDRPT		Reset and Print Again

Continued on next page

Exported Options Description, Continued

List of exported options with description (continued)

PSO Routine Name	Description	Option Name
PSO PNDCHG		Change Suspense Date
This option is used to change the suspense date, fill/refill date, and/or delete Rx's from the SUSPENSE file.		
Type: run routine		Routine: PSOSUCHG
PSO PNDCNT		Count of Suspended Rx's by Day
This option is used to count suspended Rx's sorted by day. The suspense date, number of Rx's, and number of Rx's that have been printed.		
Type: run routine		Routine: PSOSUDCN
PSO PNDEL		Delete from Suspense File
This option deletes printed Rx's from the Suspense file if they were printed over the site specified number of days to remain in the suspense.		
Type: run routine		Routine: AUTO^PSOSUDEL
PSO PNDEL1		Task Job to Delete Printed Rx's from Suspense
The option is tasked by PSO PNDEL to delete printed Rx's from suspense if they were printed over the site specified number of days to remain in suspense.		
Type: run routine		Routine: PSOSUDEL
PSO PNDLBL		Print from Suspense File
This option is used to print labels from suspense.		
Type: run routine		Routine: PSOSULBL

Continued on next page

Exported Options Description, Continued

List of exported options with description (continued)

PSO Routine Name	Description	Option Name
PSO PNDLOG	Log of Suspended Rx's by Day	
This option is used to log suspended Rx's sorted by division. The Rx's may be sorted by patient name or social security number. The log contains the Rx number, patient name, drug name, type, and print status.		
Type: run routine		Routine: PSOSULOG
PSO PNRPT	Reset and Print Again	
The reset/reprint function allows you to reset the Suspense file so that you can reprint labels that have already been printed. This routine is useful if a certain portion of the previously printed labels are unusable.		
Type: run routine		Routine: PSOSURST
PSO PNDRX	Pull Early from Suspense	
This option is used to pull Rx's early from suspense. Specific Rx's or all Rx's for a patient may be pulled.		
Type: run routine		Routine: PSOSUPRX
PSO PROVIDER ADD	Add New Providers	
This option is used to add new providers to File 200. This option will only allow new entries into File 200 along with provider information. The Edit Provider option must be used to edit entries.		
Type: run routine		Routine: ADD^PSOPRVW
PSO PROVIDER EDIT	Edit Provider	
This option is used to edit provider information. New providers cannot be entered using this option.		
Type: run routine		Routine: ASK^PSOPRVW

Continued on next page

Exported Options Description, Continued

List of exported options with description (continued)

PSO Routine Name	Description	Option Name
PSO PROVIDER INQUIRE		View Provider
This option provides a quick lookup of basic data for a single provider.		
Type: run routine		Routine: PSOPRVW
PSO REF		Refill Prescriptions
The refill function allows you to process refill for prescriptions.		
Type: action	Action: D='\$D(PSOPAR) ^PSOLSET S PSOFROM="REFILL",PSOFROM("PTLKUP")=1 D ^PSORX K PSOFROM	
PSO RELEASE		Release Medication
This option is used to release medication for inventory and billing purposes.		
Type: run routine		Routine: PSODISP
PSO RELEASE REPORT	Released and Unreleased Prescription Report	
This option prints/displays a Released and Unreleased Prescription Report by date range.		
Type: run routine		Routine: PSODISP1
PSO REQ STATS		Request Statistics
This option is used to request and print pharmacy statistics of Rx activities.		
Type: run routine		Routine: 13^PSOCST

Continued on next page

Exported Options Description, Continued

List of exported options with description (continued)

PSO Routine Name	Description	Option Name
PSO RETURNED STOCK		Return Medication to Stock
This option is used to return medication not picked up to inventory.		
Type: action Action: S PSOFROM="RETURN" D ^PSORX K PSOFROM		
PSO RPH		Pharmacist Enter/Edit
This option allows pharmacists to be identified to the system.		
Type: run routine		Routine: PSOSUP
PSO RX		RX (Prescriptions)
This menu gives access to all prescription functions.		
Type: menu		
Menu item:		
<u>Routine</u>	<u>Option Name</u>	
PSO BARCODE MENU	Barcode RX Menu	
PSO C	Cancel Prescription	
PSO RXEDIT	Edit Prescriptions	
PSO RXHOLD	Hold Features	
PSO ARCHLIST	List One Patient's Archived Rx's	
PSO NEW	New Prescription Entry	
PSO RXPAR	Partial Prescription	
PSO REF	Refill Prescriptions	
PSO RXRPT	Reprint an Outpatient Label	
PSO VIEW	View Prescriptions	

Continued on next page

Exported Options Description, Continued

List of exported options with description (continued)

PSO Routine Name	Description	Option Name
PSO RXDL		Delete a Prescription
This option is used to mark an Rx as deleted.		
Type: action	Action: S PSOFROM="DELETE" D ^PSORX K PSOFROM	
PSO RXEDIT		Edit Prescriptions
The edit function allows you to edit information pertaining to a specific prescription.		
Type: action	Action: D:\$D(PSOPAR) ^PSOLSET S PSOFROM="EDIT" D ^PSORX K PSOFROM	
PSO RXHOLD		Hold Features
This menu contains the hold and unhold options.		
Type: menu		
Menu Items:		
<u>Routine</u>	<u>Option Name</u>	
PSO HOLDRX	Hold Rx	
PSO HOLDRPT	List Prescriptions on Hold	
PSO UNHOLDRX	Unhold Rx	
PSO RXPAR		Partial Prescription
The partial function allows you to partially refill a prescription without eliminating one of the refills allowed by the original prescription.		
Type: action	Action: S PSOFROM="PARTIAL" D ^PSORX K PSOFROM	

Continued on next page

Exported Options Description, Continued**List of
exported
options with
description
(continued)**

PSO Routine Name	Description	Option Name
PSO RXRPT	Reprint an Outpatient Label The label reprint function allows you to reproduce a single label or many copies of the same label. You can choose to reprint both the labels and the turnaround document or just the labels (mailing and bottle). Type: run routine	Reprint an Outpatient Label Routine: PSORXRPT
PSO SIGNED	Medication Instruction File Add/Edit This option is used to edit medication instructions. Type: edit	Medication Instruction File Add/Edit Edit file: PS(51,
PSO SITE PARAMETERS	Site Parameter Enter/Edit This option is used to enter/edit site parameters for a selected division. Type: run routine	Site Parameter Enter/Edit Routine: PSOSITED

Continued on next page

Exported Options Description, Continued

List of exported options with description (continued)

PSO Routine Name	Description	Option Name
PSO SUPERVISOR		Supervisor Functions
This submenu is used for supervisor functions.		
Type: menu		
Menu Items:		
<u>Routines</u>		<u>Option Names</u>
PSO PROVIDER ADD		Add new Providers
PSO COST COMPILATION		Daily Cost Compilation
PSO RXDL		Delete a Prescription
PSO DRUG		Drug Enter/Edit
PSO DRUGMENU		Drug/Drug Interaction Function
PSO PROVIDER		Edit Provider
PSO COSTINIT		Initialize Cost Statistics
PSO INTERDIV	Inter-Divisional Processing	
PSO INVENTORY		Inventory Menu
PSO CLERK		Look-up Clerk by Code
PSO SIGED		Medication Instruction File Add/Edit
PSO COSTMONTH		Monthly Cost Compilation
PSO RPH		Pharmacist Enter/Edit
PSO AMIS RECOMPILE	Recompile AMIS Data	
PSO SITE PARAMETERS		Site Parameter Enter/Edit
PSO PROVIDER INQUIRE		View Provider
PSO SYNONYM		Drug List by Synonym
This option lists drugs by synonyms.		
Type: run routine		Routine: 3^PSORPTS

Continued on next page

Exported Options Description, Continued

List of exported options with description (continued)

PSO Routine Name	Description	Option Name
PSO UNHOLDRX		Unhold Rx
This option allows Rx's to be moved from a "Hold" status to active.		
Type: action		Action: D UHLD^PSOHL D
PSO USER1		Pharmacist Menu
(Inactive for IHS)		
This is a menu of the options available to most pharmacists.		
Type: menu		
Menu Items:		
<u>Routine</u>	<u>Option Name</u>	
PSO BINGO USER	Bingo Board User	
PSO PNDCHG	Change Suspense Date	
PSO INTERACTION	Drug Interactions Menu	
PSOD SUPERVISOR	DUE Supervisor	
PSO P	Medication Profile	
PSO INTERVENTION MENU	Pharmacy Intervention Menu	
PSO PNDLBL	Print from Suspense File	
PSO PNDRX	Pull Early from Suspense	
PSO RELEASE	Release Medication	
PSO RETURNED STOCK	Return Medication to Stock	
PSO RX	Rx (Prescriptions)	
PSO PAT	Update Patient Record	
PSO VER	Verification	

Continued on next page

Exported Options Description, Continued

List of exported options with description (continued)

PSO Routine Name	Description	Option Name
PSO USER2		Pharmacy Technician's Menu
This menu is used by pharmacy technicians.		
Type: menu		
Menu Items:		
<u>Routine</u>		<u>Option Name</u>
PSO BINGO USER		Bingo Board User
PSO DUE USER	Due User	
PSO P		Medication Profile
PSO NEW		New Prescription Entry
PSO RXPAR		Partial Prescription
PSO PNDRX		Pull Early from Suspense
PSO REF		Refill Prescriptions
PSO RELEASE		Release Medications
PSO RXRPT		Reprint an Outpatient Label
PSO PAT		Update Patient Record
PSO VIEW		View Prescriptions
PSO VER		Verification
The Verification option is used to verify prescriptions which are in the non-verified status; obtain a list of the remaining non-verified scripts; or calculate the number of non-verified scripts by either patient or entering clerk.		
Type: menu		
Menu Items:		
<u>Routine</u>		<u>Option Name</u>
PSO VRPT		List Non-Verified Scripts
PSO NVCNT		Non-Verified Counts
PSO VR		Rx Verification

Continued on next page

Exported Options Description, Continued

List of exported options with description (continued)

PSO Routine Name	Description	Option Name
PSO VIEW		View Prescriptions
The view routine allows you to view on the CRT screen the most complete information available for an individual prescription.		
Type: run routine		Routine: PSORXVW
PSO VR		Rx Verification
This option verifies prescriptions in the Non-verified status either by patient or by the entering clerk.		
Type: run routine		Routine: PSOVER
PSO VRPT		List Non-Verified Scripts
This option allows you to obtain a list of all scripts remaining in a Non-verified status by patient or entering clerk.		
Type: run routine		Routine: PSOVRPT
PSOARRCO		Find
This option finds all Rx's which have an expiration date prior to a given date.		
Type: run routine		Routine: PSOARCCO
PSO ARCHLIST		List one Patient's Archived Rx
This option shows the basic patient demographics and the prescription numbers and dates of archiving for archived prescriptions for this patient.		
Type: run routine		Routine: PSOARCLT

Continued on next page

Exported Options Description, Continued

List of exported options with description (continued)

PSO Routine Name	Description	Option Name
PSOARCIN		Tape Retrieval
This option allows a search of the index on a tape made by the Archive Rx's option.		
Type: run routine		Routine: PSOARCIN
PSOARCPURGE		Purge
This option purges prescriptions identified in ^PSOARC global from ^PSRX.		
Type: run routine		Routine: ARC^PSOARCS2
PSOARCSV		Save
This option writes the prescriptions gathered by the Find option to tape.		
Type: run routine		Routine: PSOARCSV
PSOCP EXEMPTION	Exempt Rx Patient Status from Copayment	
This option allows the editing of the EXEMPT FROM COPAYMENT field of the Rx Patient Status file.		
Type: run routine		Routine: XMPT^PSOCPE

Continued on next page

Exported Options Description, Continued

List of exported options with description (continued)

PSO Routine Name	Description	Option Name
PSOCP MENU		Copay Menu
This submenu will be used for copay options.		
Type: menu		
Menu Items:		
<u>Routines</u>		<u>Option Name</u>
PSOCP EXEMPTION	Exempt Rx Patient Status from Copayment	
PSOCP TRANSACTION	Remove Copay Charge	
PSOCP RESET COPAY STATUS	Reset Copay Status	
PSOCP RESET COPAY STATUS		Reset Copay Status
This option allows the user to change the Copay status of a previously set Rx.		
Type: run routine		Routine: RESET^PSOCPB
PSOCP TRANSACTION		Remove Copay Charge
This option allows removal of the copay charge incurred by the last action (fill or refill) on the prescription.		
Type: run routine		Routine: PSOCPD
PSOD BATCH PRINT QUESTIONNAIRE		Batch Print Questionnaires
This option is used to print a blank form of a selected Questionnaire. The user is prompted for a number of copies and a printer device.		
Type: run routine		Routine: PRINT^PSODUE

Continued on next page

Exported Options Description, Continued

List of exported options with description (continued)

PSO Routine Name	Description	Option Name
PSOD CREATE ANSWER SHEET		Enter a New Answer Sheet
This option is used to enter answers to a DUE Questionnaire. This will create an Answer Sheet entry in the DUE Answer Sheet file.		
Type: run routine		Routine: CREATE^PSODLKP
PSOD DUE BUILD QUESTIONNAIRE		Create/Edit a Questionnaire
Use this option to create or edit a Questionnaire. The user must select one or more drugs to use the Auto print on Action Profiles. The user may create a set of questions. There is no need to add questions to the DUE QUESTION file since they may be added from this option. A Questionnaire must be marked as Active and Active for Profiles for the auto print on Action Profiles.		
Type: run routine		Routine: BUILD^PSODUE
PSOD DUE SORT AND PRINT		DUE Report
This option is used to print entries from the DUE Answer Sheet file.		
Type: run routine		Routine: PSODP
PSO DUE USER		Due User
This menu contains the DUE enter/edit options.		
Type: menu		
Menu Items:		
<u>Routine</u>		<u>Option Name</u>
PSOD CREATE ANSWER SHEET		Enter a New Answer Sheet
PSOD EDIT ANSWER SHEET		Edit an Existing Answer Sheet
PSOD BATCH PRINT QUESTIONNAIRE	Batch Print Questionnaires	

Continued on next page

Exported Options Description, Continued

List of exported options with description (continued)

PSO Routine Name	Description	Option Name
PSOD EDIT ANSWER SHEET		Edit an Existing Answer Sheet
Use this option to edit a DUE Answer Sheet entry which was created using the Enter a New Answer Sheet menu option.		
Type: run routine		Routine: PSOEDT
PSOD SUPERVISOR		DUE Supervisor
This menu contains the Drug Usage Evaluation options.		
Type: menu		
Menu Items:		
<u>Routine</u>		<u>Option Name</u>
PSOD CREATE ANSWER SHEET		Enter a New Answer Sheet
PSOD EDIT ANSWER SHEET		Edit an Existing Answer Sheet
PSOD DUE BUILD QUESTIONNAIRE		Create/Edit a Questionnaire
PSOD BATCH PRINT QUESTIONNAIRE	Batch Print Questionnaires	
PSOD DUE SORT AND PRINT		DUE Report
PSOL EDIT		Edit Data for a Patient in the Clozapine Program
This option allows you to edit data for a patient who has already been enrolled in the Clozapine treatment program. It will typically be used to reregister a patient whose treatment has been suspended and who has rejoined the program.		
Type: run routine		Routine: AGAIN^PSOCLUTL

Continued on next page

Exported Options Description, Continued

List of exported options with description (continued)

PSO Routine Name	Description	Option Name
PSOL FACILITY SETUP	Enter Facility Data for Clozapine	
This option allows the entry of facility DEA number and ZIP code into File 59. These two data elements are required by the manufacturer.		
Type: run routine	Routine: FACILITY^PSOCLUTL	
PSOL MANAGER	Clozapine Pharmacy Manager	
This menu contains the options used to control the dispensing of Clozapine.		
Type: menu		
Menu Items:		
<u>Routine</u>	<u>Option Name</u>	
PSOLAB LIST	Display Lab Tests and Results	
PSOL EDIT	Edit Data for a Patient in the Clozapine Program	
PSOL FACILITY SETUP	Enter Facility Data for Clozapine	
PSOLIST OVERRIDES	List of Override Prescriptions	
PSOL MARK DRUG	Mark Clozapine Drug	
PSOL REGISTER PATIENT	Register Clozapine Patient	
PSOL RETRANSMIT	Retransmit Clozapine Dispensing Data	
PSOL TRANSMIT DATA	Transmit Clozapine Dispensing Data	
PSOL TRANSMIT DEMOGRAPHICS	Transmit Clozapine Patient Demographics	
PSOL UNMARK DRUG	Unmark Clozapine Drug	

Continued on next page

Exported Options Description, Continued

List of exported options with description (continued)

PSO Routine Name	Description	Option Name
PSOL MARK DRUG		Mark Clozapine Drug
This menu option is used to identify drugs that will be used in the Clozapine study.		
Type: run routine		Routine: PSOCLDRG
PSOL REGISTER PATIENT		Register Clozapine Patient
This option enters data required by Sandoz for Clozapine patients into the Pharmacy Patient file.		
Type: run routine		Routine: REG^PSOCLUTL
PSOL RETRANSMIT		Retransmit Clozapine Dispensing Data
This option should be invoked in instances where the weekly transmission of Clozapine dispensing data to the national data base has failed.		
Type: run routine		Routine: REXMIT^PSOCLUS3
PSOL TRANSMIT DATA		Transmit Clozapine Dispensing Data
This option should be queued to run at a convenient time once a week to transmit Clozapine patient demographics to the central data base.		
Type: run routine		Routine: PSOCLUS2
PSOL TRANSMIT DEMOGRAPHICS		Transmit Clozapine Patient Demographics
This option should be queued to run at a convenient time once a week to transmit Clozapine patient demographics to the central data base.		
Type: run routine		Routine: PSOCLUS1

Continued on next page

Exported Options Description, Continued

List of exported options with description (continued)

PSO Routine Name	Description	Option Name
PSOL UNMARK DRUG		Unmark Clozapine Drug
This menu option will be used to unmark previously selected drugs that were marked for the Clozapine study.		
Type: run routine		Routine: UNMARK^PSOCLDRG
PSOLAB LIST		Display Lab Tests and Results
This option displays results of lab tests for patients receiving Clozapine as required by the circular regarding patient management protocol for the use of Clozapine.		
Type: run routine		Routine: PSORXLAB
PSOLIST OVERRIDES		List of Override Prescriptions
This generates a list of Clozapine prescriptions which were entered by overriding the lockout.		
Type: run routine		Routine: PSOCLOLS
PSOPOLY		Poly Pharmacy Report
This option prints a patient or patients with a selected minimum amount of prescriptions within a selected number of days.		
Type: run routine		Routine: PSOPOLY

Cross-References

Introduction The following table lists cross-references exported with the Outpatient Pharmacy Application.

List of cross-references

File Number	File Name	File Description
		To be developed.

Chapter 6--Archiving and Purging

Overview

Introduction

Detailed information is kept for each prescription, including all information about the original prescription, all refills and all editing. An average prescription requires about 300 bytes (0.3 Kb) of disk storage. This chapter provides information to assist you in archiving and purging the system to free up memory.

Definitions

Archiving is the storage of data on a backup source. Data that is archived can later be retrieved and used or viewed.

Purging is removing the data from the system. Usually this follows archiving.

Archiving and Purging Process

The archiving options under the PSO Manager Menu allow the package coordinator and staff to manage the size of the application's files. Old prescriptions, typically those which have been expired or canceled for more than a year, can be saved to tape and then purged from on-line storage. Procedures for using the archiving options are found in the users manual. Because not all prescriptions require the same amount of space and because of the way the operating system utilizes the disk, you should not expect to regain 300 bytes of disk storage for every prescription purged. As prescriptions are purged, all references to these prescriptions from other files are also deleted.

Deleting from suspense

The Rx Suspense file (52.5) holds information about all prescriptions which have been suspended for later printing. There is an automatic purge for this file for prescriptions printed from 7 to 90 days ago. The package coordinator can run the option PSO PNDEL (Delete from Suspense File) at regular intervals to purge this file of suspended prescriptions which have been printed 7 to 90 days ago. The purging is tasked to run every 7 days. Specific entries can also be deleted using the Change Suspense Date or Pull Early From Suspense options.

Chapter 7--Callable Routines

Overview

Introduction

Entry points provided by the Outpatient Pharmacy package to other packages can be found in Chapter 7, External Relations. No other routines are designated as callable from outside of this package.

Chapter 8--Internal and External Relations

Overview

Introduction

The Outpatient Pharmacy Application has internal and external relationships with routines, files, and fields. Several external relationships and agreements exist between the routines, files, and fields in the Outpatient Pharmacy Application and the routines, files, and fields in other applications. This chapter provides you with a list of these external relations (agreements) and a description of each. Also, some options within the application cannot function independently of other functions in the application. These internal relationships are also described in this package.

In this chapter

Topic	Page
External Relationships	8-2
Internal Relationships	8-21

External Relations

List of agreements

Requesting Package Requesting ISC	Description	DBIA # Granted Date
Requesting Package: Allergy Tracking System Requesting ISC: Hines		DBIA #138 Granted : DEC 9, 1991
<p>The Allergy Tracking System V2.2 uses a call to ^PSOHCSUM to extract data pertaining to outpatient prescriptions. A call to ^%ZOSF("TEST") is made to check for the existence of PSOHCSUM before it is called.</p> <p>Duration: Till otherwise agreed.</p>		
Requesting Package: Allergy Tracking System Requesting ISC: Hines		DBIA #150 Granted: MAR 26, 1992
<p>The Allergy Tracking System can use the PSONGR utility from the Outpatient Pharmacy package. This utility will return all of the primary ingredients to an entry in the Drug file (#50). This is a new routine and if it is not present on the system where the Allergy Tracking System is installed, a post init procedure can be done. You can use ^%ZOSF("TEST") to check for its presence and ^%ZOSF("LOAD") and ^%ZOSF("SAVE") to install the PSONGR routine which will be exported by the Allergy Tracking System as the routine GMRAXOIN.</p> <p>Duration: Till otherwise agreed.</p>		
Requesting Package: Health Summary Requesting ISC: Salt Lake City		DBIA #60 Granted: DEC 11, 1990
<p>Version 1 of Health Summary exports and calls routine PSOHCSUM. It is exported as routine GMTSPSZO and renamed if needed. Health Summary post-inits check the environment for the existence of PSOHCSUM.</p> <p>Duration: Till otherwise agreed. When PSOHCSUM has been fully distributed, Health Summary will discontinue exporting.</p>		

Continued on next page

External Relations, Continued

List of agreements (continued)

Requesting Package Requesting ISC	Description	DBIA # Granted Date
Requesting Package: Health Summary Requesting ISC: Salt Lake City	Health Summary will use the entry point DFN^PSOSD1, which can be called with DFN and PSTYPE=1, to print the Action Profile. Duration: Till otherwise agreed.	DBIA #183 Granted: JUL 16, 1992
Requesting Package: Immunology Case Registry Requesting ISC: San Francisco	The following fields are accessed in a read-only manner: <div style="margin-left: 40px;"> ^PS(55 Pharmacy Patient file 55.06 .01 ORDER NUMBER .25 ORIGINAL ORDER NUMBER 3 MED ROUTE 4 TYPE 7 SCHEDULE TYPE 10 START DATE/TIME 12 DOSE LIMIT 26 SCHEDULE 34 STOP DATE/TIME 39 TOTAL UNITS DISPENSED (computed) 55.07 .01 DRUG 1 DOSAGE ORDERED </div> The following cross-references are used: ^PS(55,DFN,"P","A",DATE, ^PS(55,DFN,5,"AUS", Duration: Till otherwise agreed, when a new entry point is established to access the needed data.	DBIA #117 Granted: OCT 30, 1991

Continued on next page

External Relations, Continued

List of agreements (continued)

Requesting Package Requesting ISC	Description	DBIA # Granted Date
Requesting Package: Integrated Billing Requesting ISC: Albany	Routine PSOCPVW is called by Integrated Billing to display information from the Prescription file (#52) to provide a full profile of the prescription that caused the CoPay charges. Duration: Till otherwise agreed.	DBIA #124 Granted: NOV 6, 1991
Requesting Package: Mental Health System Requesting ISC: Salt Lake City	Reference to ^PSDRUG, Read only to .01 field, drug name. The data referenced is stored in pointer format in ^YS(615.2, Seclusion/Restraint. Duration: Till otherwise agreed.	DBIA #25 Granted: SEP 18, 1989
Requesting Package: Order Entry/Results Reporting Requesting ISC: Salt Lake City	Globals used to display allergies: ^PS(50.5 ^PS(50 ^PSDRUG ^DIC(57 Direct references are made to the globals to get allergy information. Duration: Till otherwise agreed.	DBIA #34 Granted: MAR 13, 1989

Continued on next page

External Relations, Continued

List of agreements (continued)

Requesting Package Requesting ISC	DBIA # Granted Date	Description
Requesting Package: Order Entry/Results Reporting Requesting ISC: Salt Lake City	DBIA #184 Granted: JUL 16, 1992	Order Entry/Results Reporting will use the entry point DFN^PSOSD1, which can be called with DFN and PSTYPE=1, to print the Action Profile. Duration: Till otherwise agreed.
Requesting Package: Outpatient Pharmacy Requesting ISC: Birmingham Custodial: Albany	DBIA #203 Granted: January 26, 1993	Outpatient Pharmacy V6.0 will be printing management reports. To complete reports, Outpatient Pharmacy needs to read ^FBAA(162.1 (Fee Basis Pharmacy Invoice file). The Outpatient Pharmacy package is reporting the number of prescriptions, amount paid, and percent of fee basis prescriptions filled by VA pharmacies. To obtain this data, the OP package needs to traverse the AA cross reference. The cross reference exists for a prescription only if it was certified for payment. It then reads the RX node in piece 16 to obtain the amount paid. Outpatient Pharmacy was granted permission for the above call. Duration: Till otherwise agreed.
Requesting Package: Pharmacy Requesting ISC: Birmingham Custodial: FILEMAN San Francisco	DBIA #52 Granted: September 12, 1990	The "B" cross reference on the .01 field of the Drug File is 40 characters rather than the standard 30. Duration: Till otherwise agreed.

Continued on next page

External Relations, Continued

List of agreements (continued)

Requesting Package Requesting ISC	Description	DBIA # Granted Date
Requesting Package: Pharmacy Requesting ISC: Birmingham Custodial: IFCAP Washington	<p>Read access to File 411, Admin. Activity Site Parameter, following fields:</p> <p style="padding-left: 40px;">field 15 HOSPITAL STREET ADDR.1 field 16 HOSPITAL STREET ADDR.2 field 17 HOSPITAL CITY field 18 HOSPITAL STATE field 19 HOSPITAL ZIP field 19.2 HOSPITAL PHONE</p>	DBIA #89 Granted: August 8, 1991
Requesting Package: Allergy Tracking System Requesting ISC: Chicago Custodial: Pharmacy Birmingham	<p>The Allergy Tracking System will point to the following Pharmacy files:</p> <p style="padding-left: 40px;">Drug Ingredient (50.416) National Drug (50.6) VA Drug Class (50.605) and Drug (50)</p> <p>The Allergy Tracking System can do lookups on these two files normally, with the following exceptions:</p> <ol style="list-style-type: none"> 1. Lookups on the VA Drug Class file will be done using the "C" xref. 2. Lookups on the Drug Ingredients file will be done using the "P" xref. 	DBIA #149 Granted: March 25, 1992

Continued on next page

External Relations, Continued

List of agreements (continued)

Requesting Package Requesting ISC	Description	DBIA # Granted Date
Requesting Package: DMMS Requesting ISC: Birmingham Custodial: Pharmacy Birmingham		DBIA #53 Granted: October 22, 1990
Read access to File 52, Prescription file, following fields:		
2	PATIENT	
4	PROVIDER	
6	DRUG	
7	QUANTITY	
11	MAIL/WINDOW	
17	UNIT PRICE	
20	DIVISION	
22	FILL DATE	
52	REFILL DATE (MULTIPLE)	
1	QUANTITY	
2	MAIL/WINDOW	
8	DIVISION	
Duration: Till otherwise agreed.		

Continued on next page

External Relations, Continued

List of agreements (continued)

Requesting Package Requesting ISC	Description	DBIA # Granted Date
Requesting Package: ICR - Immunology Case Registry Requesting ISC: San Francisco Custodial: Pharmacy Birmingham		DBIA #90 Granted: September 11, 1991
The following fields are accessed in a read-only manner:		
^PSRX(Prescription file	
	1	ISSUE DATE
	5	CLINIC
	6	DRUG
	7	QTY
	17	UNIT PRICE OF DRUG
	22	FILL DATE
52.1	.01	REFILL DATE
	1	QTY
^PS(55	Pharmacy Patient file	
55.03	.01	PRESCRIPTION PROFILE
The following cross-references are used:		
^PS(55,DFN,"P","A",DATE,		
^PSDRUG(Drug file	
	.01	GENERIC NAME
	16	PRICE PER DISPENSE UNIT
Duration: Till otherwise agreed.		

Continued on next page

External Relations, Continued

List of agreements (continued)

Requesting Package Requesting ISC	Description	DBIA # Granted Date
Requesting Package: Medicine Requesting ISC: Washington Custodial: Pharmacy Birmingham		DBIA #191 Granted: August 18, 1992
Pharmacy is granting the Medicine package access to the following routines, files, and globals:		
Routine Entry Points:		
^PSOPS:	This entry point (and reentry point) is the functional Pharmacy Patient profile. This tool is used for acquisition of display only data for use in Rheumatology reports.	
^PSODEM:	This is Pharmacy's MAS patient demographic function which is used in with the Pharmacy Patient profile. The input variable is DA and is the internal entry number of the VA Patient file. It is equivalent to the DFN.	
STAT^PSOFUNC:	This is the Pharmacy treatment status function and is used in the Pharmacy patient profile. The required variables are RX0, RX2, and J.	
DOIT^PSOP:	This is the Pharmacy queue report entry point.	
The Medicine package requires read access to the following globals:		
^PS(55,DA,"P") and ^PS(55,DA,"ARC") to screen the file for relevant data.		
^PSRX(DA, for prescription data.		
^PSDRUG(DA, for drug data.		
Duration: Till otherwise agreed.		

Continued on next page

External Relations, Continued

List of agreements (continued)

Requesting Package Requesting ISC	DBIA # Granted Date	Description
Requesting Package: Patient Data Exchange Requesting ISC: Albany Custodial: Pharmacy Birmingham	DBIA #129 Granted: November 21, 1991	<p>Call to STAT^PSOEXDT:</p> <p>The routine expects the 0 node of the prescription in RX0, the 2 node of the prescription in RX2 and returns the printable form of the prescription status in ST.</p> <p>Duration: Till otherwise agreed. The call will be abandoned when Health Summary provides the clinical information.</p>
Requesting Package: Outpatient Pharmacy Requesting ISC: Birmingham Custodial: Scheduling Albany	DBIA #24 Granted: January 8, 1990	<p>^SC(DO,"S" is referenced for Action Profiles</p> <p>Duration: Till otherwise agreed--expected change in 18-24 months.</p>

Continued on next page

External Relations, Continued

List of agreements (continued)

Requesting Package Requesting ISC	Description	DBIA # Granted Date
Requesting Package: Quality Improvement Checklist Requesting ISC: Birmingham Custodial: Pharmacy Birmingham		DBIA #106 Granted: October 4, 1991
Routine QIP3POLY reads the following fields:		
In file 50, Drug:		
	.01 GENERIC NAME	
	2 VA CLASSIFICATION	
	3 DEA, SPECIAL HDLG	
In file 52, Prescription:		
	6 DRUG	
In file 55, Pharmacy Patient, the cross reference:		
^PS(55,DFN,"P","A",DATE,RX)		
The above references will be made from the QIP3POLY routine which, while belonging to the QIP namespace, will be maintained by the pharmacy developers. Coordination of release and patches will be through the QIP custodial ISC.		
Duration: Till otherwise agreed.		

Continued on next page

External Relations, Continued

List of agreements (continued)

Requesting Package Requesting ISC	Description	DBIA # Granted Date
Requesting Package: Outpatient Pharmacy Requesting ISC: Birmingham Custodial: Integrated Billing Albany	<p>1. XTYPE^IBARX Supported for Outpatient Pharmacy for determining eligibility for Co-payment and correct IB ACTION TYPE.</p> <p>Input Variable: X</p> <p>\$P1: Service. Pointer to Service/Section file (49) for Pharmacy service</p> <p>\$P2: Patient. Pointer to Patient file (2) (DFN)</p> <p>Output: Variable Y</p> <p>\$P1: Success. Returns 1 if successful or -1 if unsuccessful determination</p> <p>Variable: Y(action type,n)</p> <p>sub: First subscript. New Action Types for Service, pointer to IB ACTION TYPE file (350.1).</p> <p>sub: Second subscript. Value n (n = 0, 1, or 2) where 0 indicates this action type not billable, 1 indicates it is billable, 2 indicates that additional information is needed</p> <p>\$P1: Action Type. Pointer to the IB Action Type file (350.1)</p> <p>\$P2: Unit Cost. The dollar charge for one unit</p> <p>\$P3: Service. Pointer to Service/Section file (49) for service that can use this action type</p> <p>...Agreement continued on next page...</p>	DBIA #125 Granted: November 6, 1991

Continued on next page

External Relations, Continued

List of agreements (continued)

Requesting Package Requesting ISC	Description	DBIA # Granted Date
2.	<p>NEW^IBARX Supported for Outpatient Pharmacy to process charges for new, renew, or refilled prescriptions</p> <p>Input Variable: X</p> <p>\$P1: Service. Pointer to Service Section file (49)</p> <p>\$P2: Patient. Pointer to the Patient File (2) (DFN)</p> <p>\$P3: Action Type. Pointer to the IB Action Type file (350.1)</p> <p>\$P4: User. Pointer to New Person file (200) (DUZ)</p> <p>Variable: X(n)</p> <p>sub: First subscript. Any value, same value is returned in Y(n)</p> <p>\$P1: Softlink. Link to prescription file for entry causing charges in the format of: file number:entry pointer;[node:sub-entry;node:sub-entry...]</p> <p>\$P2: Units. The number of units to be charged</p> <p>Output Variable: Y</p> <p>\$P1: Success flag. Returns 1 if successful, -1 if unsuccessful</p> <p>\$P2: Grand Total. Sum of total charges if successful, error code if unsuccessful</p> <p>...Agreement continued on next page...</p>	

Continued on next page

External Relations, Continued

List of agreements (continued)

Requesting Package Requesting ISC	DBIA # Granted Date
Description	
<p>Variable: Y(n) sub: First subscript. Any value, same value as passed in X(n)</p> <p>\$P1: IB Action Entry.</p> <p>\$P2: Total Charges. Charges for this entry</p> <p>\$P3: AR Charge ID. Accounts receivable Charge ID (Bill Number), name field from Accounts Receivable file (430)</p> <p>3. CANCEL^IBARX Supported for Outpatient Pharmacy to remove charges for one new, renewed, or refilled prescription.</p> <p>Input Variable: X \$P1: Service. Pointer to the Service/Section file for Pharmacy service</p> <p>\$P2: Patient. Pointer to the Patient File (2) (DFN)</p> <p>\$P3: Null</p> <p>\$P4: User. Pointer to the New Person file (200) (DUZ)</p> <p>Variable: X(n) sub: First subscript. Any value, same value as returned in Y(n) \$P1: Integrated Billing Action. Action to be canceled, pointer to the Integrated Billing Action file (350)</p> <p>\$P2: Charge Removal Reason. Reason for the cancellation pointer to the IB Charge Removal Reasons file (350.3)</p> <p>...Agreement continued on next page...</p>	

Continued on next page

External Relations, Continued

List of agreements (continued)

Requesting Package Requesting ISC	DBIA # Granted Date
Description	
<p>Output Variable: Y</p> <p>\$P1: Success flag. Returns 1 if successful, -1 if unsuccessful</p> <p>\$P2: Error Code. Error code from IB Error file (350.8) if unsuccessful, Null if successful</p> <p>Variable: Y(n)</p> <p>\$P1: Integrated Billing Action. IB Action that is the result of the cancellation, pointer to Integrated Billing Action file (350) if successful or -1^error code if unsuccessful</p> <p>\$P2: Error Code. Error code from IB Error file (350.8) if unsuccessful, Null if successful</p>	
<p>4. UPDATE^IBARX to update charges when the days supply has been edited to change the number of units to be charged. (Note: for audit purposes this call actually cancels the most recent charges and processes new charges for the current amount)</p> <p>Input Variable: X</p> <p>\$P1: Service. Pointer to the Service/Section file for Pharmacy service</p> <p>\$P2: Patient. Pointer to the Patient File (2) (DFN)</p> <p>\$P3: Action Type. Pointer to the IB Action Type file (350.1)</p> <p>\$P4: User. Pointer to the New Person file (200) (DUZ)</p>	
<p>...Agreement continued on next page...</p>	

Continued on next page

External Relations, Continued

List of agreements (continued)

Requesting Package Requesting ISC	Description	DBIA # Granted Date
<p>Variable: X(n) sub: First subscript. Any value, same value as returned in Y(n)</p> <p>\$P1: Integrated Billing Action. Action to be canceled, pointer to the Integrated Billing Action file (350)</p> <p>\$P2: Charge Removal Reason. Reason for the cancellation pointer to file IB Charge Removal Reason file (350.3)</p> <p>\$P3: Integrated Billing Action. Action to be canceled, pointer to the Integrated Billing Action file (350)</p> <p>\$P4: Charge Removal Reason. Reason for the cancellation pointer to file 350.3</p> <p>Output Variable: Y \$P1: Success flag. Returns 1 if successful, -1 if unsuccessful</p> <p>\$P2: Error Code. Error code from IB Error file (350.8) if unsuccessful, Null if successful</p> <p>Variable: Y(n) \$P1: Integrated Billing Action. IB Action that is the result of the cancellation, pointer to Integrated Billing Action file (350) if successful or returns -1 if unsuccessful</p> <p>\$P2: Error Code. Error code from IB Error file (350.8) if unsuccessful, Null if successful</p> <p>...Agreement continued on next page...</p>		

Continued on next page

External Relations, Continued

List of agreements (continued)

Requesting Package Requesting ISC	Description	DBIA # Granted Date
5.	Direct reference to ^IBE(350.1,"B" to automatically determine the IB CHARGE REMOVAL REASON of "RX DELETED" when a prescription is deleted.	
6.	Look-up by Outpatient Pharmacy to the IB CHARGE REMOVAL REASON file, as this is passed back to Integrated Billing with cancel transactions.	
Duration: Till otherwise agreed.		
Requesting Package: Outpatient Pharmacy Requesting ISC: Birmingham Custodial: Quality Improvement Checklist Birmingham		DBIA #123 Granted: October 6, 1991
Following fields point to file 736 (QUIC SORT FILE):		
field 2 (SITE NATIONAL) in file 59 (PHARMACY SITE)		
field 12 (SITE) in file 1900.1 (CLOZARIL REPORTS)		
In addition, since the extended clozaril patch may go to test sites before the QUIC package does, and since the test sites will almost certainly be different, file 736 will be exported (with data) with the extended clozaril patch.		
We understand that there is at least one field in file 736 that is not to be sent to the sites, but only to the national data base and we agree not to send that field to the sites.		
Duration: Till otherwise agreed.		

Continued on next page

External Relations, Continued

List of agreements (continued)

Requesting Package Requesting ISC	Description	DBIA # Granted Date
Requesting Package: Outpatient Pharmacy Requesting ISC: Birmingham Custodial: Registration Albany	Outpatient Pharmacy has permission to edit fields in Patient File (#2): Outpatient Pharmacy has used two input templates, PSO OUTPT and PSO OUTPTA in the Patient File (#2) since about 1984. PSO OUTPT template edits the following fields: .03,.09,.111:.116, .131, 148, .172, .12105, .1211:.1213, .1219 and .091. PSO OUTPTA template edits the following fields: .12105, .1211:.1213, .1219 and .1214:.1218. The MAS developers have agreed to allow the Outpatient Pharmacy package to edit these fields using the above input templates under the following conditions: 1. Patch per ZIP+4. There will soon be two new zip+4 fields associated with Permanent and Temporary Address fields that should be used instead of the zip code fields listed above. 2. MAS developers will provide a utility to edit the above information and with the next release of Outpatient Pharmacy I will use their utility. Outpatient Pharmacy developers agree to the above stated conditions of use.	DBIA #220 Granted: March 24, 1993

Continued on next page

External Relations, Continued

List of agreements (continued)

Requesting Package Requesting ISC	Description	DBIA # Granted Date
Requesting Package: Outpatient Pharmacy Requesting ISC: Birmingham Custodial: Registration Albany	<p>Outpatient Pharmacy has used two input templates, PSO OUTPT and PSO OUTPTA in the Patient File (#2) since about 1984.</p> <p>PSO OUTPT template edits the following fields: .03,.09,.111:.116, .131, .148, .172, .12105, .1211:.1213, .1219 and .091.</p> <p>PSO OUTPTA template edits the following fields: .12105, .1211:.1213, .1219 and .1214:.1218.</p> <p>The MAS developers have agreed to allow the Outpatient Pharmacy package to edit these fields using the above input templates under the following conditions:</p> <ol style="list-style-type: none"> 1. Patch per ZIP+4. There will soon be two new zip+4 fields associated with Permanent and Temporary Address fields that should be used instead of the zip code fields listed above. 2. MAS developers will provide a utility to edit the above information and with the next release of Outpatient Pharmacy I will use their utility. <p>Outpatient Pharmacy developers agree to the above stated conditions of use.</p> <p>Duration: Till next version.</p>	DBIA #221 Granted: March 30, 1993

Continued on next page

External Relations, Continued

List of agreements (continued)

Requesting Package Requesting ISC	Description	DBIA # Granted Date
Requesting Package: Outpatient Pharmacy Requesting ISC: Birmingham Custodial: Scheduling Albany	<p>Display a patient's eligibility and disabilities the same way MAS does on the routing sheet.</p> <p>The subroutine DIS^SDROUT2 make several global references:</p> <p style="padding-left: 40px;">^DPT(DFN,,372, ^DG(391, ^DIC(31,</p> <p>Duration: Till otherwise agreed.</p>	DBIA #112 Granted: July, 1991
Requesting Package: Drug Accountability Requesting ISC: Birmingham Custodial: Outpatient Pharmacy Birmingham	<p>To handle multi-divisional sites, the Drug Accountability Stats file (#58.8) has an OUTPATIENT SITE (#20) field pointing to the Outpatient Site file (#59). Prior to the release of OP 6.0, this was stored in the DD of #58.8 as ^DIC(59. With the release of OP 6.0, Drug Accountability will need to issue a patch changing that DD reference to ^PS(59.</p> <p>GLOBAL MAP DATA DICTIONARY #58.8 (Drug Accountability Stats file) 02/11/93 STORED IN ^PSD(58.8, (15 ENTRIES) SITE: BIRMINGHAM ISC (#14) ^PSD (58.8,D0,0)= (#.01) PHARMACY LOCATION [1F]^</p> <p>GLOBAL MAP DATA DICTIONARY #59 (Outpatient Site file) 02/11/93 STORED IN ^PS(59, (2 ENTRIES) SITE: BIRMINGHAM ISC (VERSION 6) ^PS(59,D0,0)= (#.01) NAME [1F] ^</p> <p>Duration: Till otherwise agreed.</p>	DBIA #212 Granted: February 18, 1993

Internal Relations

Introduction

Very few of the options in this package can be invoked independently. Those that can be are shown in the following table below. Any other option may not run independently. Any locally created menu which includes options from this package must have the ACTION field read: D:\$D(PSOPAR) ^PSOLSET and should have the MENU EXIT ACTION field read: D FINAL^PSOLSE.

List of independent options

Routine Names	Routine Descriptions
PSO MANAGER	Outpatient Pharmacy Manager
PSO NEW	New Prescription Entry
PSO P	Medication Profile
PSO USER1	Pharmacist Menu (inactive for IHS)
PSO USER2	Pharmacy Technician's Menu

Chapter 9--On-Line Documentation

Overview

Introduction

Throughout the entire Outpatient Pharmacy package, you may obtain on-line help. You may enter a question mark (?) at any prompt to assist you in your choice of actions. The Data Dictionaries (DDs) are considered part of the on-line documentation for this software application. Use VA FileMan option List File Attributes to print the DDs.

In this chapter

Topic	Page
Files with Data Dictionaries	9-2
Templates	9-4

Files with Data Dictionaries

**Important
note**

The namespace for the Outpatient Pharmacy module are PSO and APSP.

**List of
application
files with data
dictionaries**

The following are the files for which you should print DDs:

File Numbers	File Names
50	Drug (Partial Definition)
50.073	DUE Questionnaire
50.0731	DUE Answer Sheet
50.0732	DUE Question
50.0733	DUE Section
50.416	Drug Ingredients (Partial Definition)
50.605	VA Drug Class
50.9	Drug Cost
51	Medication Instruction
51.5	Order Unit
52	Prescription
52.11	Patient Notification (Rx Ready)
52.4	Rx Verify
52.41	*Refill with Non Verified News
52.5	Rx Suspense
52.52	Clozapine Prescription Overrides

Continued on next page

Files with Data Dictionaries, Continued

List of application files with data dictionaries (continued)

File Numbers	File Names
52.8	Pharmacy Archive
52.9	Pharmacy Printed Queue
53	Rx Patient Status
54	Rx Consult
55	Pharmacy Patient (Partial Definition)
56	Drug Interaction
58.8	Drug Accountability Stats File
59	Outpatient Site
59.1	Outpatient AMIS Data
59.12	Outpatient Pharmacy Management Data
59.2	Waiting Time
59.3	Group Display
59.7	Pharmacy System (Partial Definition)
59.9	*Pharmacy Functions File
200	New Person (Partial Definition)
9009032.3	APSP Intervention Type
9009032.4	APSP Intervention
9009032.5	APSP Intervention Recommendation

Templates

List of templates

The following are the templates for on-line documentation:

Routine Names		File Numbers
Sort	PSO DRUG LIST	50
	PSO HOLD LIST	52
	PSO INTERVENTIONS	9009032.4
	PSO NARC LIST	52
Input	PSO CLOZDRUG	50
	PSOD DUE EDIT	50.731
	PSO DRUG	50
	PSO INTERACT	56
	PSO INTERVENTION EDIT	9009032.4
	PSO INTERVENTION NEW	9009032.4
	PSO OUTPT	2
	PSO OUTPTA	2
	PSO PARTIAL	52
	PSO SIGNED	51
	PSO SITE	59
	PSOD DUE BUILD QUESTIONNAIRE	50.073
	PSO DISPLAY EDIT	59.3
Print	PSO ACTION PROFILE	44
	PSO ALPHA DRUG LIST	50
	PSO DRUG LIST	50
	PSO HOLD	52
	PSO INACTIVE DRUG LIST	50
	PSO INTERVENTIONS	9009032.4
	PSO N/F LIST	50
	PSO NARC LIST	52
	PSO PHARMACY STATS	50.9
	PSO REQUEST STATISTICS	50.9
	PSO SUSPENSE LIST	52.5
	PSO SYNONYM LIST	50
	PSOD PRINT ANSWER SHEET	50.0731

Glossary

Term	Acronym	Definition
Action Profile		A list of all active and recently canceled or expired prescriptions for a patient sorted by classification. This profile also includes a signature line for each prescription to allow the physician to cancel or renew it.
Active		A prescription with this status can be filled or refilled.
Activity Log		A log, by date, of changes made to or actions taken on a prescription. An entry is made in this log each time the prescription is edited, canceled, reinstated after being canceled, or renewed. An entry will be made into this log each time a label is reprinted.
	AMIS	Automated Management Information System
Answer Sheet		An entry in the DUE ANSWER SHEET file. It contains the questions and answers of a DUE questionnaire. This term is also used to refer to the hard copy representation of a DUE ANSWER SHEET entry.
	APSP	Indian Health Service Pharmacy's name space
Canceled		This status is used when a prescription was made inactive either by a new prescription or by the request of a physician.
Critical		Interactions with severe consequences that require some type of action (finding facts, contacting prescribers) to prevent potential serious harm.
	DEA	Drug Enforcement Agency
DEA Special		The Drug Enforcement Agency special handling code used for drugs to designate if they are over-the counter, narcotics, bulk compounds, supply items, etc.
Default Value		A normal or usual value that is generated by the computer and is entered into the system if the user simply presses RETURN.
Delete		When anything is erased or removed from the computer, it is deleted. The term is most commonly used to refer to the process of erasing or deleting words or letters on the terminal screen while information is being entered.

Term	Acronym	Definition
Deleted		This status is used when a prescription is deleted. Prescriptions are no longer physically deleted from the system, but marked as deleted. Once a prescription is marked deleted no access is allowed other than view.
	DD	Data Dictionary
Display		To show information through the use of an output device. Generally, information is displayed on the terminal screen, but it may also be displayed through a printer.
Drug/Drug Interaction		The pharmacological or clinical response to the administration of a drug combination different from that anticipated from the known effects of the two agents when given alone.
	DUE	Drug Usage Evaluation
Execute		When a computer carries out a specific command, it has executed that command. The term is also used to describe the entry of a command by the user; i.e., when you type in a response at a prompt, you are executing that option.
Expiration/Stop		The date on which a prescription is no longer active. Typically, this date is 30 days after the issue date for narcotics, 180 days after the issue date for other medications and 360 days after the issue date for supplies.
Expired		This status indicates the expiration date has passed.
Help Screens		Help screens provide "on-line" assistance. They provide the user with a brief description of the information or actions that need to be entered or carried out at a particular prompt. New users will find them very useful, especially when working with some of the less common forms and commands.
Hold		A prescription that was placed on hold due to reasons determined by the pharmacist.
Home		When a prompt indicates or refers to the Home Device, it is referring to your terminal. When you request a display of data, always indicate that the output device is to be the HOME DEVICE unless you intend to route the information to another terminal or to a printer.

Term	Acronym	Definition
Host File IO (Input-Output) Device		An input/output computer software device used for writing to or reading from a computer operating system file.
Issue Date		The date on which the prescription was written. This date is usually, but not always, the same as the first fill date. This date cannot be later than the first fill date.
	JCAHO	Acronym for Joint Commission on Accreditation of Healthcare Organizations
Label/Profile Monitor		A file for each printer which records, in the order in which they were printed, the last 1000 labels or profiles printed on that printer. This allows a rapid reprint of a series of labels or profiles which were damaged by a printer malfunction or other event.
Medication Profile		A list of all active or recently canceled or expired prescriptions for a patient sorted either by date, drug, or classification. Unlike the action profile, this profile is for information only and does not provide a signature line for a physician to indicate action to be taken on the prescription.
Non-verified		Depending on a site parameter, prescriptions entered by a technician do not become active until they are reviewed by a pharmacist. Until such review, they remain non-verified and cannot be printed, canceled or edited except through the Verification menu.
Partial Prescription		A prescription which has been filled for a quantity smaller than requested. A possible reason for a partial fill is that a patient is to return to the clinic in ten days but the prescription calls for a thirty day supply. Partials do count as workload but do not count against the total number of refills for a prescription.
Pending Due to Drug Interaction		This status is given to prescriptions when a drug/drug interaction is encountered during the new order entry or editing of a prescription.

Term	Acronym	Definition
Prescription Status		<p>A prescription can have one of nine of the following status.</p> <ul style="list-style-type: none"> ● Active ● Canceled ● Deleted ● Expired ● Hold ● Non-verified ● Pending Due to Drug Interaction ● Refill ● Suspended <p>* Note: A prescription which was canceled or has expired more recently than the date specified by the cutoff date, typically 45 days in the past, can still be acted upon.</p>
Purge		When something is purged, it is erased from the computer.
Questionnaire		An entry in the DUE QUESTIONNAIRE file. This file entry contains the set of questions related to a DUE as well as the drugs being evaluated.
Queue		The running of a job without user involvement.
Refill		A second or subsequent filling authorized by the provider.
Reprinted Label		Unlike a partial prescription, a reprint does not count as workload.
	SIG	The instructions printed on the label.
Significant		The potential for harm is either rare or generally known so that it is reasonable to expect that all prescribers have taken this information into account.
Submenu		When the user selects certain items from a menu, a second menu may appear. Such a menu will contain actions relating to the item chosen on the main menu.
Suspended		A prescription which will be filled at some future date.
Suspense		A prescription may not be able to be filled on the day it was requested. When the prescription is entered, a label is not printed. Rather, the prescription is put in the RX SUSPENSE file to be printed at a later date.

Term	Acronym	Definition
Temporary Global		Data that is used for a short duration and then removed.

Index

- Activity Log 2-54
- Application
 - functions 1-4
 - purpose 1-1
 - screen descriptions 1-6
 - screen hierarchy 1-5
 - types of screens 1-5
- Application Files 4-1
- Archiving
 - definition 6-1
- Archiving and Purging 6-1
 - deleting from suspense 6-1
- Archiving and Purging Process 6-1
- Autocancel Rx's on Admission Option
 - option screen 2-27
 - procedures 2-26
 - selection 2-25
 - usage 2-25
- Cross-References 5-45
 - list of cross-references 5-45
- Data Dictionaries (DDs) 9-1
- Delete a Prescription
 - selection 2-54
- Delete a Prescription Option
 - option screen 2-56
 - procedures 2-55
 - usage 2-54
- Delete From Suspense File
 - procedures 2-62
- Delete From Suspense File Option
 - option screen 2-63
 - selection 2-61
 - usage 2-61
- Delete Intervention Option
 - option screen 2-53
 - procedures 2-51
 - selection 2-50
 - usage 2-50
- Drug Enter/Edit Option
 - editing procedures 2-37
 - entering procedures 2-31
 - option screen 2-35, 2-41
 - selection 2-29
 - usage 2-29
- Edit Pharmacy Intervention
 - option screen 2-49
- Edit Pharmacy Intervention Option
 - procedures 2-43
 - selection] 2-42
 - usage 2-42
- Electronic signatures 5-2
- Exported Options Descriptions 5-3
 - list of exported options with description 5-3
- External Relations 8-2
- External Relations]
 - list of agreements 8-2
- File Descriptions 4-4
- Generic name
 - definition 2-30
- Implementing 2-7
 - options 2-7
 - Using the Autocancel Rx's on Admission Option 2-25
 - Using the Queue Background Jobs Option 2-22
 - Using the Site Parameter Enter/Edit Option 2-8
- Installation 2-5
 - File 59 2-6
 - Recommendations 2-5
 - system users 2-5
 - test account 2-5
- Intended use
 - definition 2-30
- Internal Relations 8-21
 - list of independent options 8-21
- Keys
 - PSORPH 5-1
- Label Log 2-54
- List of application files 4-2
- List of application routines 3-2
- List of files with descriptions 4-4
- Maintaining
 - options 2-28
 - Using the Delete a Prescription Option 2-54
 - Using the Delete From Suspense File Option 2-61
 - Using the Delete Intervention Option 2-50
 - Using the Drug Enter/Edit Option 2-29

- Outpatient Pharmacy
 - Using the Edit Pharmacy Intervention Option 2-42
 - Using the Recompile AMIS Data Option 2-58
- Maintaining the System 2-28
- Namespace 4-2
- Notations vi
- On-Line Documentation 9-1
 - list of application files with data dictionaries 9-2
 - list of templates 9-4
- Organization
 - manual v
- Outpatient Pharmacy Application Files 4-2
- Outpatient Pharmacy Application Routines 3-2
- Package Security 5-2
- Purging
 - definition 6-1
- Queue Background Jobs Option
 - option screen 2-24
 - procedures 2-23
 - selection 2-22
 - usage 2-22
- Quick code
 - definition 2-30
- Recompile AMIS Data Option
 - option screen 2-60
 - procedures 2-59
 - selection 2-58
 - usage 2-58
- Resource and Patient Management System (RPMS)
 - definition 1-2
 - objectives 1-3
- Resource Requirements 2-2
 - file memory requirements 2-4
 - files 2-3
 - hardware requirements 2-4
 - routine and template memory requirements 2-2
 - typical memory requirements 2-3
- Response time 2-2
- Routine Descriptions 3-1
 - purpose 3-1
- RPMS
 - purpose 1-2
- RPMS Overview 1-2
- Signature Code 5-2
- Site Parameter Enter/Edit Option
 - option screen 2-10, 2-11, 2-12, 2-13, 2-14, 2-15, 2-17
 - procedures 2-9, 2-10, 2-16, 2-17
- selection 2-8
- usage 2-8
- Synonyms
 - definition 2-30
- System Requirements 1-7
 - software 1-7
- Trade name
 - definition 2-30
- Types of interventions 2-47
- Types of recommendations
 - intervention 2-48